Town of Westford
Annual Report

For Year Ending December 31

2009

Pls return to Town Clerk's office - This is their only copy from file room group - Thx

Honoring Westford soldiers killed in action - Veterans Day 2009

Thanks to the inspiration of Geoff Hall, Paul MacMillan and Paul Murray, at Veterans Day ceremonies on Westford Common November 11, 2009, nineteen Westford veterans who died in World War II, Korea, and Vietnam were honored. A street marker was made for each veteran, matching markers previously created for those who died in World War I. The nineteen veterans and the location of their memorial markers are listed below:

World War II

Hubert E. Bolyea	Graniteville Road at Cold Spring Road
Herbert S. Clark	West Prescott Street at Story Street
Raymond R. Connell	Pleasant Street at Abbot Street
Richard A. Connell	West Prescott Street at Coolidge Street
Gaston J. Cote	West Prescott Street at Hill Street
Real J. Cote	North Main Street at Broadway
Joseph W. Fletcher	Depot Street at Plain Road
William R. Gower	Broadway Street at First Street
Frederick S. Healy	Broadway Street at Cross Street
Bernard Kulisich	Forge Village Road at Abbot Street
Anthony Kostechko	Pleasant Street at Bradford Street
Arthur T. Perkins	River Street at Fourth Street
Eugene J. Rioux	North Main Street at Hillside Avenue

Korea

John L. Black	Depot Street at Nutting Road
Robert G. Langley	Groton Road at North Street

Vietnam

Charles E. Aaron	East Prescott Street at Town Farm Road
Richard E. Brundrette, Jr.	North Main Street at West Street
Richard Connolly	Plain Road at Moore Road
Kenneth R. Hughes	Oak Hill Road at Nabnasset Street

TOWN OF WESTFORD
MASSACHUSETTS

Annual Report

For the year ending December 31, 2009

Annual Town Election
to be held
Tuesday, May 4, 2010

Annual Town Meeting
to be held
Saturday, March 27, 2010

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In Memoriam

H. Arnold Wilder
May 23, 1909 - May 20, 2009

A gentleman in the finest sense of the word

The Wilder family moved from New Hampshire to Parker Village in 1923. Arnold graduated from Westford Academy in 1927.

"H. Arnold Wilder, known as Arnold about town, wears many hats. In addition to being a railroad buff, he's a avid horseman. For years, bedecked in Revolutionary costume, Arnold has been the Grand Marshall of Westford's Apple Blossom Parades. Arnold worked for many years (1927-1934) at the Wright & Fletcher Store in Westford Center and at the Abbot Worsted Company in Forge Village."

June W. Kennedy - *Westford Recollections of Days Gone By*, 2006

1956	Secretary, Westford Water Commissioners
1961-70	Trustee of J. V. Fletcher Library
1951 - 2003	Warden of Precinct One
1953 - 2009	Trustee of Westford Academy

CITIZEN ACTIVITY APPLICATION FORM
Town of Westford

GOOD GOVERNMENT STARTS WITH YOU

If you are interested in serving on a Town committee, please fill out this form and mail to the Town Manager, Town Hall, 55 Main Street, Westford, MA 01886. This form may also be downloaded from the website at www.westfordma.gov/citizen. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

Date_____

Name _____

Address _____

Home Telephone_____Email: _____

Amount of Time Available _____

Interest in What Town Committee _____

_____

_____

Present Occupation _____

Education Background _____

_____

Town Offices Held_____

_____

_____

Other Volunteer Positions _____

_____

Remarks _____

_____

Table of Contents

Town Officers and Committees

Elected Officials 1
Appointed Officials 2
General Meeting Times for Boards and Committees 11

Elections

Annual Town Election, May 5, 2009 12
Republican State Primary, December 8, 2009 13

Town Meetings

Annual Town Meeting Minutes: May 9, 2009 16
Special Town Meeting: Minutes June 18, 2009 36
Special Town Meeting: Minutes July 30, 2009 37
Special Town Meeting: Minutes October 19, 2009 38

Boards, Committees and Departments

Board of Selectmen 42
Town Manager 44
Affordable Housing Committee 47
Animal Control Department 50
Assessors, Board of 51
Bruce Freeman Rail Trail 53
Building Department 56
Bylaw Review Committee 57
Capital Planning Committee 58
Cemetery Commission 59
Communications Advisory Committee 61
Community Preservation Committee 63
Comprehensive Master Plan Committee 66
Conservation Commission 67
Council on Aging 71
Cultural Council 74
East Boston Camps Advisory Group 76
Emergency Management Agency 77
Energy Committee 78
Engineering Department 80
Finance Committee 82
Finance Department 83
Fire Department 111
GIS (Geographic Information Systems) 116
Health, Board of 118
Highway Department 125
Historical Commission 128
Historical Society & Museum 130
Housing Authority 133
Human Resources 134
Library, J.V. Fletcher 135

Library, J.V. Fletcher – Trustees 141
Mosquito Control 145
Museum & Historical Society 130
Northern Middlesex Council of Governments 147
Parkerville Schoolhouse Committee 149
Parks and Recreation 151
Permanent School Building Committee 154
Permanent Town Building Committee 155
Planning Board 157
Police Department 160
Records and Archives Management Committee 164
Recycling Commission 166
Roudenbush Community Center 169
Schools
Nashoba Valley Technical High School 171
Westford Public Schools 174
Tax Collector 110
Tax Possession Sale Committee 207
Technology Department 209
Town Clerk 211
T.R.E.A.D. 219
Tree Warden 220
Veterans Services 222
Water Department 223
Zoning Board of Appeals 226

Vital Statistics
Births 213
Deaths 214
Marriages 218

Directory of Town Departments 227

Index 230

Westford at a Glance ..... inside back cover

ELECTED OFFICIALS AS OF DECEMBER 31, 2009

BOARD OF HEALTH

1 - year term

SUSAN M HANLY	26 KIRSI CIR	05/01/2010

3 - year term

ZAC A CATALDO	121 DEPOT ST	05/01/2011
JOSEPH A GUTHRIE, JR	2 OLD WOOD RD	05/01/2011
THOMAS J MAHANNA	4 BUTTERFIELD LN	05/01/2010
JOANNE MARTEL	6 MARIE ANN DR	05/01/2012

BOARD OF SELECTMEN

3 - year term

ROBERT S JEFFERIES	11 BOSTON RD	05/01/2010
NANCY L ROSINSKI	13 NORTH HILL RD	05/01/2010
KELLY J ROSS	7 CARRIAGE WAY	05/01/2011
JIM SULLIVAN	118 CARLISLE RD	05/01/2012
VALERIE A WORMELL	25 VOSE HILL RD	05/01/2011

HOUSING AUTHORITY

3 - year term

SCOTT HAZELTON	76 NUTTING RD	05/01/2012

5 - year term

MURIEL T DRAKE	8 LASALLETTE RD	05/01/2014
CAROL S ENGEL	26 LOWELL RD	05/01/2011
PHYLLIS KOULOURAS	10 SCHOOL LN	05/01/2013
CARL G LYMAN	102 FORGE VILLAGE RD	05/01/2013

JV FLETCHER LIBRARY TRUSTEES

3 - year term

ELIZABETH S DIERCKS	56 DEPOT ST	05/01/2010
MARIANNE C FLECKNER	23 ALMERIA CIR	05/01/2012
SUSAN M FLINT	7 SWANSON LN	05/01/2012
HAJO W KOESTER	65 PROVIDENCE RD	05/01/2011
ROBERT D PRICE	18 STRATTON HILL RD	05/01/2011
JACK WROBEL	13 MONADNOCK DR	05/01/2010

MODERATOR

3 - year term

ELLEN S HARDE	39 MAIN ST	05/01/2011

PLANNING BOARD

5 - year term

FRED PALMER	147 MAIN ST	05/01/2011
DENNIS J GALVIN	90 CONCORD RD	05/01/2010
MIKE GREEN	11 HIDDEN VALLEY RD	05/01/2014
ANDREA PERANER-SWEET	21 KIRSI CIR	05/01/2012
KEVIN BORSELLI	124 CARLISLE RD	05/01/2011

SCHOOL COMMITTEE

3 - year term

ARTHUR F BENOIT	26 COUNTRY RD	05/01/2010
JUDITH E CULVER	34 STONE RIDGE RD	05/01/2010
ANGELA HARKNESS	15 CASTLE RD	05/01/2012
DAVID A KEELE	10 BOSTON RD	05/01/2011
BIRGIT E KOHL	4 FRANCES HILL RD	05/01/2011
KENNETH TEAL	3 BEAVER DAM DR	05/01/2012
MARGARET MURRAY	11 SASSAFRAS RD	05/01/2012

Appointed Officials as of December 31, 2009

ASSESSOR - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

PAUL PLOUFFE	55 MAIN ST	06/30/2010

ACCOUNTANT - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

3 - year term

ALICE FERRO	55 MAIN ST	06/30/2011

AFFORDABLE HOUSING COMMITTEE - *APPOINTED BY TOWN MANAGER*

2 - year term

BRUCE CALDWELL	112 KEYES RD	06/30/2011
PAUL CULLY	4 PATRIOT LN	06/30/2011
ANN F ENO	5 FISHER WAY	06/30/2010
MARY LYNN GALGANO	5 DANIEL DR	06/30/2010
SCOTT HAZELTON	76 NUTTING RD	06/30/2011
DIANE L HOLMES	59 LOWELL RD	06/30/2010
JIM SILVA	98 CHAMBERLAIN RD	06/30/2010

AFFORDABLE HOUSING TRUST COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

2 - year term

DIANE L HOLMES	59 LOWELL RD	06/30/2010
JIM SULLIVAN	118 CARLISLE RD	06/30/2010
ROBERT J WASKIEWICZ	120 GROTON RD	06/30/2010

AGRICULTURAL COMMISSION - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

MATTHEW R FOTI	76 CARLISLE RD	06/30/2012
MARCIANA B GAMESTER	22 GRIFFIN RD	06/30/2011
ROBERT A HAIGH	6 DURKEE LN	06/30/2012
ROBERT L WEBB	52 PINE RIDGE RD	06/30/2012

ANIMAL CONTROL OFFICER - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

MICHAEL HARRINGTON	55 MAIN ST	06/30/2010

ASSISTANT ANIMAL CONTROL OFFICERS - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

MARGARET MIZZONI	55 MAIN ST	06/30/2010
TIM WHITCOMB	55 MAIN ST	06/30/2010

ASSISTANT BUILDING INSPECTOR - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

CHESTER H COOK JR	55 MAIN ST	06/30/2010

ASSISTANT TOWN CLERK - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

PATRICIA L DUBEY	55 MAIN ST	06/30/2010

BOARD OF ASSESSORS - *APPOINTED BY TOWN MANAGER*

3 - year term

KEVIN A BURKE	7 SHERLOCK LN	06/30/2011
DIANE L HOLMES	59 LOWELL RD	06/30/2010
TITUS A PALMER	15 VOSE RD	06/30/2012

BOARD OF CEMETERY COMMISSIONERS - *APPOINTED BY TOWN MANAGER*

3 - year term

BARBARA J BLANCHARD	65 TADMUCK RD	06/30/2012
DANIEL P PROVOST	27 ORCHARD ST	06/30/2010
GEORGE P ROGERS	60 PLEASANT ST	06/30/2010

BOARD OF WATER COMMISSIONERS - *APPOINTED BY TOWN MANAGER*

3 - year term

ELIZABETH A DENLY	458 GROTON RD	06/30/2011
HUGH C MAGUIRE	127 COLD SPRING RD	06/30/2012
LESLIE A THOMAS	8 OLD COLONY DR	06/30/2010

BUILDING COMMISSIONER - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

MATTHEW HAKALA	55 MAIN ST	06/30/2010

BURIAL AGENT FOR DECEASED SOLDIERS - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

PAUL F MURRAY	12 WILSHIRE AVE	06/30/2010

BY-LAW ENFORCEMENT OFFICER - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

CHESTER H COOK JR	55 MAIN ST	06/30/2010

BYLAW REVIEW COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

AMBER D BROWN	11 LAKE SHORE DR S	06/30/2010
DAVID B CHANDLER	26 HILLSIDE AVE	06/30/2012
LYNN L COHEN	16 FLETCHER RD	06/30/2011

99 - year term-ex officio

KAARI MAI TARI	55 MAIN ST

CAPITAL PLANNING COMMITTEE - *APPOINTED BY TOWN MANAGER*

Until Task is Completed

ARTHUR BENOIT	26 COUNTRY RD
JOHN H CUNNINGHAM	4 BUTTERNUT RD
THOMAS J MAHANNA	4 BUTTERFIELD LN
SUZANNE MARCHAND	55 MAIN ST

BILL OLSEN	23 DEPOT ST
JODI ROSS	55 MAIN ST
JIM SULLIVAN	118 CARLISLE RD
KIRK WARE	5 GRANADA DR
VALERIE A WORMELL	25 VOSE HILL RD
MARK KOST	7 GRASSY LN

COMPREHENSIVE MASTER PLAN COMMITTEE

Until Task is Completed

KATE HOLLISTER	25 VINE BROOK RD
JIM SILVA	98 CHAMBERLAIN RD
ALAN RUBIN	3 MEADOW VIEW LANE
JOHN CUNNINGHAM	4 BUTTERNUT DR
PETER EWING	21 OLD HOMESTEAD RD
JIM KOTTAS	99 CONCORD RD
MARIAN MCCURLEY	55 VINE BROOK RD
GIDEON MORAN	39R FLAGG RD
PETER SEVERERANCE	3 SNOW DR
TOM SPUHLER	232 ONCORD RD
CATHERINE STEWART	7 ROOKS WAY
ED THOMAS	10 SNOW DR
VICTOR WEISENBLOOM	25 CHIPPEWA RD
CAROL WINGE	33 MEADOW LANE
VALERIE WORMELL	25 VOSE HILL RD

COMMUNICATIONS ADVISORY COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

1 - year term

DAVE LEVY	354 GROTON RD	06/30/2010
JIM SILVA	98 CHAMBERLAIN RD	06/30/2010
TONY VACCA	93 MAIN ST	06/30/2010

COMMUNITY PRESERVATION COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

JOHN P CUNNIFFE	8 PATTEN RD	06/30/2012
MARILYN FRANK	6 CHAMBERLAIN RD	06/30/2010
KEN HANLY	26 KIRSI CIR	06/30/2012
SCOTT HAZELTON	76 NUTTING RD	06/30/2012
KATHLEEN A HEALY	95 MAIN ST	06/30/2012
CHRISTINE M MACMILLAN	12 MAPLE ST	06/30/2010
CHRISTINE M MACMILLAN	12 MAPLE ST	06/30/2012
ELIZABETH MICHAUD	11 BEAVER DAM DR	06/30/2010
ANDREA PERANER-SWEET	21 KIRSI CIR	06/30/2012

CONSERVATION COMMISSION - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

ERIC FAHLE	9 LONG SOUGHT FOR POND RD	06/30/2011
MARILYN FRANK	6 CHAMBERLAIN RD	06/30/2010
ANN R JEFFERIES	11 BOSTON RD	06/30/2012
PETER H MAHLER	25 VINE BROOK RD	06/30/2010
FRANK J WINTERS	15 DUNSTABLE RD	06/30/2010
JOHN H CUNNINGHAM	4 BUTTERNUT RD	06/30/2012

CONSTABLE - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

3 - year term

PATRICIA L DUBEY	30 PLEASANT ST	06/30/2012
KAARI MAI TARI	55 MAIN ST	06/30/2012

COUNCIL ON AGING - *APPOINTED BY TOWN MANAGER*

3 - year term

NANCY J COOK	25 NO MAIN ST	06/30/2010
HELENA M CROCKER	34 WEST ST	06/30/2010
DOROTHY H HALL	10 HIGHLAND RD	06/30/2010
CECILIA HEALY	65 TADMUCK RD	06/30/2010
PATRICIA A HOLMES	15 SALEM RD	06/30/2010
GEORGE P ROGERS	60 PLEASANT ST	06/30/2012
ROBERT P TIERNEY	10 TALLARD RD	06/30/2012

CULTURAL COUNCIL - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

BARBARA W BERGIN	50 ELM RD	06/30/2012
NORMAN BRISTOL	1 ELDERBERRY WAY	06/30/2012
MARY D LYMAN	3 TADMUCK LN	06/30/2012
CHRISTINE ROBINSON	8 MOORE RD	06/30/2011

6 - year term

ALICE D PHALEN	50 NORTH ST	06/30/2011
STEPHEN E PIXLEY	62 PLEASANT ST	06/30/2011
AURORA N WINTERS	15 DUNSTABLE RD	06/30/2011

DEPARTMENT OF PUBLIC WORKS TASK FORCE - *APPOINTED BY TOWN MANAGER*

Until Task is Completed

RICHARD J BARRETT	28 NORTH ST
ROBIN L FULLFORD	3 COLD SPRING RD
JOHN MANGIARATTI	55 MAIN ST
PAUL F MURRAY	12 WILSHIRE AVE
BILL OLSEN	55 MAIN ST
ELLEN D RAINVILLE	20 CARLISLE RD
JODI ROSS	55 MAIN ST
PAT SAVAGE	35 TOWN FARM RD
PAUL STARRATT	28 NORTH ST
PAM TEBBETTS	55 MAIN ST
WILLIAM TURNER	55 MAIN ST

EAST BOSTON CAMP ADVISORY COMMITTEE - *APPOINTED BY CONSERVATION COMMISSION*

Until Task is Completed

ROBERT BOONSTRA	13 ALCORN CROSSING
KEVIN A CAVISTON	14 MORNING GLORY CIR
PAUL CULLY	4 PATRIOT LN
DOUGLAS DESCHENES	5 LINDSEY LN
MARILYN FRANK	6 CHAMBERLAIN RD
JAMES S GOZZO	6 CAROLINA LN
PETER H MAHLER	25 VINE BROOK RD
ELIZABETH PETERSON	4 PATRIOT LN
JIM SULLIVAN	118 CARLISLE RD
LESLIE A THOMAS	8 OLD COLONY DR

EAST BOSTON CAMPS MASTER PLAN COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

Until Task is Completed

DENISE M BRUNELLE	180 GROTON RD	
GEORGE S FLETCHER	3 PLAIN RD	
ANGELA HARKNESS	15 CASTLE RD	
TOODY HEALY	95 NO MAIN ST	
DINI HEALY-COFFIN	19 FRANCES HILL RD	
DANIEL J LAMB	49 LAKE SHORE DR NO	
PETER H MAHLER	25 VINE BROOK RD	
NANCY L ROSINSKI	55 MAIN ST	
LESLIE A THOMAS	8 OLD COLONY DR	
MARY ELLEN TYNAN	10 KIRSI CIR	
KIRK WARE	5 GRANADA DR	

EMERGENCY MANAGEMENT - *APPOINTED BY TOWN MANAGER*

1 - year term

JOE TARG	51-53 MAIN ST	06/30/2010
TIM WHITCOMB	53 MAIN ST	06/30/2010

ENERGY COMMITTEE - *APPOINTED BY TOWN MANAGER*

1 - year term

IRENE YUROVSKA	9 WOODRIDGE LN	06/30/2010

3 - year term

STEVE DARDINSKI	7 VOSE HILL RD	06/30/2010
STEVEN ESPOSITO	68 PROVIDENCE RD	06/30/2012
JEFFREY GELLER	68 NUTTING RD	06/30/2010
LAWRENCE ORDER	9 LILLIAN RD	06/30/2012
HALE POWELL	20 ACTON RD	06/30/2011
THOMAS M ROSE	19 COLONIAL DRIVE EXT	06/30/2010
KEVIN SLEIN	38 MAGNOLIA DR	06/30/2012

FINANCE COMMITTEE - *APPOINTED BY MODERATOR*

3 - year term

ELLEN DOUCETTE	3 BROOKVIEW DR	06/30/2010
JEANNE M DRULA	14 HOPKINS PL	06/30/2010
AL HERGET	8 WAYNE RD	06/30/2012
MARK D KOST	7 GRASSY LN	06/30/2011
INGRID M NILSSON	6 DEPOT ST	06/30/2010
ROSE O'DONNELL	8 SASSAFRAS RD	06/30/2012
MICHAEL A PRINCI	111 DEPOT ST	06/30/2011
DENNIS WRONA	SASSAFRASS RD	06/30/2011

HISTORICAL COMMISSION - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

SALLY BENEDICT	PO BOX 148	06/30/2011
JOHN P CUNNIFFE	8 PATTEN RD	06/30/2011
PHIL GILBERT	16 FRANCES HILL RD	06/30/2011
BRADLEY HEATH	2 MOUNTAIN VIEW LN	06/30/2011
JANE B HINCKLEY	24 BOSTON RD	06/30/2010
JOHN P MANGAN	8 BEAVER DAM DR	06/30/2011
STACEY M PERRON	55 BROADWAY ST	06/30/2010
ROBERT E STAFFORD	22 LELAND RD	06/30/2011
JAMES ZEGOWITZ	178 CARLISLE RD	06/30/2012

INSPECTOR OF WIRES - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

GARY BELINSKI	80 FORGE VILLAGE RD	06/30/2010
DENNIS KANE JR	76 FORGE VILLAGE RD	06/30/2010
DENNIS KANE SR	81 FORGE VILLAGE RD	06/30/2010

NASHOBA VALLEY TECHNICAL HIGH SCHOOL DISTRICT - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

DOUGLAS C MORIN	1 WHITNEY DR	04/01/2010
JOAN O'BRIEN	11 COLD SPRING RD	04/01/2010
RAYMOND RIDDICK	22 BLAKE`S HILL RD	04/01/2011

NORTHERN MIDDLESEX COUNCIL OF GOVERNMENT - *APPOINTED BY BOARD OF SELECTMEN**1 - year term***

ROBERT S JEFFERIES	11 BOSTON RD	06/30/2010
JIM SILVA	98 CHAMBERLAIN RD	06/30/2010

PARKERVILLE SCHOOLHOUSE COMMITTEE - *APPOINTED BY TOWN MANAGER*

3 - year term

HEIDI C HATKE	78R CARLISLE RD	06/30/2012
JUNE W KENNEDY	31 OLD LOWELL RD	06/30/2012
FLORENCE MICHAELIDES	55 MAIN ST	06/30/2012
ROGER PLAISTED	175 CARLISLE RD	06/30/2012
JAY SPADANO	21 OLD LOWELL RD	06/30/2012
JOHN A WILDER	61 CARLISLE RD	06/30/2012

PARKING CLERK - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

KAARI MAI TARI	55 MAIN ST	06/30/2010

PARKS & RECREATION COMMISSION - *APPOINTED BY TOWN MANAGER*

3 - year term

COLLEEN M BARISANO	62 MAIN ST	06/30/2012
AUGUSTUS BICKFORD	95 NO MAIN ST	06/30/2011
KEVIN A CAVISTON	14 MORNING GLORY CIR	06/30/2010
KEN HANLY	26 KIRSI CIR	06/30/2012
JOHN W MCNAMARA	11 HILLSIDE AVE	06/30/2012
CAROLYN K METCALF	46 LAKE SHORE DR NO	06/30/2012

PERMANENT SCHOOL BUILDING COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

Until Task is Completed

ARTHUR F BENOIT	26 COUNTRY RD
STEVEN K BRIERLEY	16 PHILLIPS DR
KAREN CAVANAUGH	8 DEMPSEY WAY
THOMAS E ELLIS	5 CHICORY RD
ANGELA HARKNESS	15 CASTLE RD
ROBERT S JEFFERIES	11 BOSTON RD
KENNETH H MORGAN	4 DUTCHMAN LN
MICHAEL G MULLIGAN	32 HILDRETH ST
GEORGE E MURRAY	14 HEYWOOD RD
KIRK WARE	5 GRANADA DR

PERMANENT TOWN BUILDING COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

2 - year term

MORGAN D FANNON	19 MOORE AVE	06/30/2010
KIRK WARE	5 GRANADA DR	06/30/2010

3 - year term

KAREN A CAVANAGH	8 DEMPSEY WAY	06/30/2011
NANCY J COOK	25 NO MAIN ST	06/30/2012
PAUL L DAVIES	6 CREST DR	06/30/2012
THOMAS J MAHANNA	4 BUTTERFIELD LN	06/30/2011

PERSONNEL ADVISORY COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

JERRY G BERKOWITZ	10 DOUGLAS RD	06/30/2012
SUSAN M FLINT	7 SWANSON LN	06/30/2012
ELIZABETH MICHAUD	11 BEAVER DAM DR	06/30/2012

PLUMBING AND GAS INSPECTOR - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

CHESTER H COOK JR	55 MAIN ST	06/30/2010
MICHAEL MUISE	55 MAIN ST	06/30/2010
ARTHUR SMITH	55 MAIN ST	06/30/2010

RECORDS AND ARCHIVES COMMITTEE - *APPOINTED BY TOWN MANAGER*

3 - year term

ELLEN S HARDE	39 MAIN ST	06/30/2011
JANE B HINCKLEY	24 BOSTON RD	06/30/2011
SANDY MARTINEZ	95 MAIN ST	06/30/2010
VIRGINIA MOORE	50 MAIN ST	06/30/2011
BOB OLIPHANT	3 ROBINSON RD	06/30/2011
KAARI MAI TARI	55 MAIN ST	06/30/2011

RECYCLING COMMISSION - *APPOINTED BY TOWN MANAGER*

3 - year term

ANDREW A BERGAMINI	78 GRANITEVILLE RD	06/30/2012
KRIS ERICKSON	41 KEYES RD	06/30/2010
ELLEN S HARDE	39 MAIN ST	06/30/2012
CHARLES STARK	14 CHRISTOPHER RD	06/30/2010
BARBARA D THERIAULT	8 TADMUCK LN	06/30/2011
LORRAINE ZAMBRE	11 VINE BROOK RD	06/30/2010

REGISTRARS OF VOTERS - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

PHILIP R MCGEE	2 BEAVER BROOK RD	06/30/2011
DONALD WHITEHOUSE	3 PROVIDENCE RD	06/30/2010

99 - year term – Town Clerk

KAARI MAI TARI

ROUDENBUSH TASK FORCE - *APPOINTED BY TOWN MANAGER*

Until Task is Completed

AMBER D BROWN	11 LAKE SHORE DR S
TIM BUTLER	3 WAYNE RD
JAMES S GOZZO	6 CAROLINA LN
ELLEN HARDE	39 MAIN ST
CATHY LANE	22A PILGRIM DR
JUNE MCMORROW	8 KINGS PINE RD
ALISA NAKASHIAN	6 BETTY LN

TAX COLLECTOR - *APPOINTED BY ADMINISTRATIVE APPOINTMENT*

1 - year term

CHERYL ACCARDI	55 MAIN ST	06/30/2010

TAX POSSESSION SALE COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

3 - year term

ERNEST H HYDE	59 DEPOT ST	06/30/2010
KATE M PAQUIN	89 NUTTING RD	06/30/2010
DARRIN H WIZST	1 NOONAN WAY	06/30/2010

TOWN FOREST COMMITTEE - *APPOINTED BY TOWN MANAGER*

1 - year term

HUGH C MAGUIRE	127 COLD SPRING RD	06/30/2010
RICHARD BARRETT	28 NORTH ST	

TREAD COMMITTEE - *APPOINTED BY TOWN MANAGER*

3 - year term

NANCY J COOK	25 NO MAIN ST	06/30/2012
TIMOTHY J DONOVAN	21 FLAGG RD	06/30/2012
DOROTHY H HALL	10 HIGHLAND RD	06/30/2012
DIANE L HOLMES	59 LOWELL RD	06/30/2012
SUZANNE MARCHAND	55 MAIN ST	06/20/2012

TREE WARDEN - *APPOINTED BY TOWN MANAGER*

1 - year term

RICHARD J BARRETT	47 TADMUCK RD	06/30/2010

UNACCEPTED ROAD STUDY COMMITTEE - *APPOINTED BY BOARD OF SELECTMEN*

1 - year term

GLORIA BENSCH	4 SAWMILL RD	06/30/2010
PAUL DILORENZO	9 CASTLE RD	06/30/2010
DENNIS J GALVIN	90 CONCORD RD	06/30/2010
AL HERGET	8 WAYNE RD	06/30/2010
ROBERT S JEFFERIES	11 BOSTON RD	06/30/2010
MATTHEW LEWIN	4 MISTY LN	06/30/2010
FRED PALMER	147 MAIN ST	06/30/2010
KEN WEISS	27 VOSE HILL RD	06/30/2010
VALERIE A WORMELL	25 VOSE HILL RD	06/30/2010

VETERAN'S AGENT - *APPOINTED BY TOWN MANAGER*

1 - year term

PAUL F MURRAY	12 WILSHIRE AVE	06/30/2010

ZONING BOARD OF APPEALS - *APPOINTED BY BOARD OF SELECTMEN*

5 - year term

MARK T CONLON	20 SHERWOOD DR	06/30/2011
DAVID R EARL	17 DEPOT ST	06/30/2010
JAY ENIS	13 PINE TREE TRAIL	06/30/2014
ROGER D HALL	51 NORTH ST	06/30/2011
ROBERT C HERRMANN	101 CONCORD RD	06/30/2014
JAMES KAZENIAC	4 ROBINSON RD	06/30/2011
SCOTT D MACKAY	7 CROWN RD	06/30/2011
CHRIS ROMEO	1 BETTY LN	06/30/2012

General Meeting Times for Boards & Committees

Board/Committee	Day of the Month	Time	Location
Affordable Housing Committee	2nd Wednesday	7:15 am	Millennium School
Affordable Housing Trust Committee	2nd Tuesday	7:30 am	Police Station Chief's Conference Room
Board of Health	2nd & 4th Monday	7:00 pm	Westford Academy Library
Board of Selectmen	2nd & 4th Tuesday	7:30 pm	Millennium School – APR Room
Bylaw Review Committee	1st and 3rd Tuesday	7:30pm	Tow Clerk's Office Millennium School
Capital Planning Committee	Friday Mornings (no set schedule)	8:30 or 9:30am	Millennium School
Cemetery Commission	2nd Wednesday in Jan, Apr, July, Oct	8:00 am	Pine Grove Cemetery Office
Communication Advisory Committee	4th Tuesday	7:00 pm	Fletcher Library Mary Atwood Room
Conservation Commission	2nd & 4th Wednesday	7:30 pm	Millennium School
Council on Aging	2nd Wednesday	4:00 pm	Cameron Senior Center
Energy Committee	1st & 3rd Monday	7:00pm	Police Station Training Room
Historical Commission	3rd Wednesday	7:00 pm	Museum Cottage
Housing Authority	2nd Thursday	7:00 pm	Alternates between 7 Cross St. and 65 Tadmuck Rd.
Library Trustees	1st Monday	7:00 pm	Fletcher Library
Nashoba Valley Technical High School	2nd Tuesday	7:30 pm	Nashoba Valley Technical High School
Parks & Recreation	1st Monday	7:00 pm	Town Farm Building
Permanent Town Building Committee	Every other Wednesday	7:00 pm	Cameron Senior Center
Planning Board	1st & 3rd Monday	7:30 pm	Millennium School
Recycling Commission	2nd Thursday	7:30 pm	Cameron Senior Center
Roudenbush Community Center Committee	Last Wednesday	7:30 pm	Roudenbush Community Center
School Committee	Every other Monday	7:30 pm	Millennium School
Tax Possession Sale Committee	3rd Thursday	5:00pm	Highway Facility 28 North Street
Water Commission	1st & 3rd Wednesday	5:30 pm	Water Dept. Operation Center
Zoning Board of Appeals	3rd Wednesday	7:00 pm	Millennium School

Every effort is made to keep the meeting postings up to date on the online Town Clerk's Meeting Posting page at www.westfordma.gov.

Annual Town Election

May 5, 2009

Official Results

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	PRECINCT 5	PRECINCT 6	TOTAL
Board of Selectmen (3 Year Term) - Vote for 1							
Blanks	47	49	52	42	49	31	270
Jim Sullivan	139	181	163	168	171	108	930
Misc. Write Ins	2	1	3	2	1	2	11
TOTALS	188	231	218	212	221	141	1211
Board of Health (3 Year Term)-Vote for 1							
Blanks	50	57	49	48	55	29	288
Joanne E. Martel	135	170	168	163	164	111	911
Misc. Write Ins	0	1	0	0	2	0	3
Richard Diaz	3	3	1	1		1	9
TOTALS	188	231	218	212	221	141	1211
Board of Health (Vacancy)-Vote for 1							
Blanks	48	42	44	42	46	23	245
Susan M. Hanly	140	187	173	170	174	117	961
Misc. Write Ins	0	2	1	0	1	1	5
TOTALS	188	231	218	212	221	141	1211
Housing Authority (5 Year Term) - Vote for 1							
Blanks	58	62	53	46	54	33	306
Muriel Drake	130	169	165	166	165	108	903
Misc. Write Ins	0	0	0	0	2	0	2
TOTALS	188	231	218	212	221	141	1211
Library Trustees (3 Year Term) - Vote for 2							
Blanks	104	110	94	98	101	69	576
Marianne C. Fleekner	136	176	170	165	174	105	926
Susan M. Flint	133	176	172	161	167	107	916
Misc. Write Ins	3	0	0	0	0	1	4
TOTALS	376	462	436	424	442	282	2422
Planning Board (5 Year Term) - Vote for 1							
Blanks	55	66	48	50	54	37	310
Michael Green	133	165	169	160	167	104	898
Misc. Write Ins	0	0	1	2	0	0	3
TOTALS	188	231	218	212	221	141	1211
School Committee (3 Year Term) - Vote for 3							
Blanks	105	107	100	117	147	63	639
Margaret Murray	94	137	130	128	112	87	688
John R. Moran	81	90	98	80	70	61	480
Angela Harkness	153	188	180	166	190	112	989
Kenneth A. Teal	126	166	139	139	143	93	806
Misc. Write Ins	2	1	4	1	1	0	9
Amber Brown	3	4	3	5		7	22
TOTALS	564	693	654	636	663	423	3633
Total Registered Voters	2394	2416	2552	2477	2682	2373	14894
Precinct Totals:	188	231	218	212	221	141	1211
Total Voter Turnout	7.9%	9.6%	8.5%	8.6%	8.2%	5.9%	8.1%

Democratic Party State Primary

December 8, 2009

Official Results

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	PRECINCT 5	PRECINCT 6	TOTAL
Senator in Congress (Vote for One)							
Blanks	0	0	0	0	0	0	0
Michael E. Capuano	78	57	67	61	93	79	435
Martha Coakley	164	208	228	233	247	146	1226
Alan A. Khazei	62	44	57	69	62	37	331
Stephen G. Pagliuca	57	64	51	42	62	58	334
Write Ins	3	1	0	2	1	1	8
TOTALS	364	374	403	407	465	321	2334
Precinct Totals:	364	374	403	407	465	321	2334
Total Voter Turnout	506	518	537	559	620	447	3187
Total Voter Enrollment	2426	2404	2566	2483	2712	2397	14988
Total % Voter Turnout	20.86%	21.55%	20.93%	22.51%	22.86%	18.65%	21.26%

Libertarian

December 8, 2009

Official Results

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	PRECINCT 5	PRECINCT 6	TOTAL
Senator in Congress (Vote for One)							
Blanks	0	0	0	0	0	0	0
Write Ins	1	0	1	0	2	1	5
TOTALS	1	0	1	0	2	1	5
Precinct Totals:	1	0	1	0	2	1	5

Republican Party State Primary

December 8, 2009

Official Results

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	PRECINCT 5	PRECINCT 6	TOTAL
Senator in Congress (Vote for One)							
Blanks	0	0	0	0	0	1	1
Scott P. Brown	130	125	120	145	136	116	772
Jack E. Robinson	10	19	12	7	16	7	71
Write Ins	1	0	1	0	1	1	4
TOTALS	141	144	133	152	153	125	848
Precinct Totals:	141	144	133	152	153	125	848
Total Voter Turnout	506	518	537	559	620	447	3187
Total Voter Enrolment	2426	2404	2566	2483	2712	2397	14988
Total % Voter Turnout	20.86%	21.55%	20.93%	22.51%	22.86%	18.65%	21.26%

Annual Town Meeting Minutes
May 9, 2009

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at the Abbot School on Saturday, May 9, 2009, called to commence at 10:00 am, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. A combined total of 430 voters were in attendance.

Ellen Harde, Town Moderator, called the 280th meeting to order at 10:00 am.

It was VOTED unanimously to allow town staff and consultants who are not Westford voters to sit with boards and address the meeting.

It was VOTED unanimously to waive the reading of the motions and accept as the official motions the document posted to the web on April 24, 2009 and filed with the Town Clerk.

Article 1. Acceptance of Town Reports
It was VOTED unanimously that the Town accept the Reports of Town Officers, Boards and Committees for the calendar year 2008 with a correction in the placement or non-placement of a decimal point in the Board of Assessors report.

	FY 2008	FY2009	$ diff	change as shown	change	% Change
Total Taxable assessments	$3,907,172,157.00	$3,885,827,988.00	-$21,344,169.00	-0.0055	-0.0055	-0.5%
tax levy	$52,357,398.00	$54,282,805.00	$1,925,407.00	1.0368	0.0368	3.7%
residential tax rate	$13.40	$13.97	$0.57	1.0425	0.0425	4.2%
avg SFR assessed value	$467,844.00	$459,180.00	-$8,664.00	-0.0185	-0.0185	-1.8%
avg SFR tax	$6,269.10	$6,414.74	$145.64	1.0232	0.0232	2.3%

Error is in placement or non-placement of decimal point.

Lines 1 and 4 were determined by dividing Col C from Col B minus 1.

Lines 2, 3, and 5 were determined by dividing Col C from Col B.

The report of the Historical Commission was inadvertently omitted from the report but was inserted inside each of the printed reports and is printed below in its entirety.

Historical Commission

The Westford Historical Commission meets on the third Wednesday of the month, 7PM at 4 Boston Road. Additional meeting postings, meeting minutes and other information can be found on our website at www.westfordma.gov/historical. On December 16, 2008, Brad Heath and Robert Stafford were appointed to the Historical Commission, filling vacancies left this year by Rita Shipley and Bob Shaffer. The Commission is grateful for the support and insight Rita and Bob provided. During Bob's term he had been elected as vice chair, chair, and the Historical

Sally Benedict
Treasurer

Stacey Perron
Secretary

Jim Zegowitz
John Cunniffe
Brad Heath
Robert Stafford

Alternates:
Jane Hinckley
Phil Gilbert

Commission's representative to the Community Preservation Committee. John Cunniffe was elected to fill that vacancy as our Community Preservation Committee representative on October 1, 2008.

National Register of Historic Places
The Town Farm was nominated to the National Register of Historic Places in December of 2007. The Westford Historical Commission received notification from the Massachusetts Historical Commission that the listing was accepted on March 14, 2008.

Demolition Delay Bylaw
During 2008, the Historical Commission reviewed nine demolition applications which fit the criteria of the Demolition Delay Bylaw. This was a slight increase from the seven applications reviewed in 2007. The corresponding properties were toured, and demolition was approved in all cases. Unfortunately, these included two barns. One at 32 Flagg Road, possibly dating from the 1730's, and another at 78 Main Street, possibly dating from the mid 1850's. Although historically significant, their structural condition warranted approval of the demolition. This reminds us of not only the importance of our historic structures, but of their fragility.

Town Common Restoration Project
The Historical Commission supported the Common Restoration Committee's plan to recreate a bandstand on the Town Common, and the installation of an irrigation system for the Common grounds. That committee worked with the Westford Academy Community Service Team, students from the Nashoba Valley Technical High School, and many other volunteers, calling the project "Lend A Hand for the Bandstand". Bob Shaffer, from the Historical Commission, assumed the role of advisor to the irrigation system installation team. The completion of the irrigation system and most of the bandstand construction was accomplished on May 31, 2008. The Historical Commission wishes to thank the many people involved with this project, for their vision and many hours of hard work.

Community Preservation Projects
The Historical Commission supported the following applications for funding by the Community Preservation Committee:

- J.V. Fletcher Library restoration project of the Elizabeth J. Fisher map of the United States, and the Wallings map of Middlesex County
- Town Hall Records preservation project
- Forge Village Millworkers path construction
- Cameron Senior Center restoration/expansion. The Historical Commission has toured the Senior Center with the Permanent Town Building Committee and reviewed the proposed architectural plans. The Historical Commission would like to note that the proposed plan reflects respect of the building's character and architectural style. As the Cameron Senior Center is a prominent building in the Forge Village Historic District, the Commission will continue to be involved with the project as it progresses.
- Town Hall Renovation/Expansion. The Westford Historical Commission is committed to the preservation of the existing Town Hall building. The Commission has been working with the Permanent Town Building Committee, Community Preservation Committee and town officials in reviewing the conceptual architectural plans and feasibility study of the renovation/expansion of the existing Town Hall building, which was closed in December of 2007. The Commission has expressed the desire that any addition to the building blend in with the architectural style of both the existing Town Hall structure and the Westford Center Historic District. With the proposed renovation to the interior of the building being so extensive, the Commission hopes that the result will be a functional Town Hall that will serve the people of Westford for many years to come.

Museum and Cottage Maintenance
The Historical Commission has care and custody of the Westford Museum building, located at 2 Boston Road, and the building referred to as the "Cottage" at 4 Boston Road. As part of the "Lend a Hand for the Bandstand" project of May 2008, the members of the WestfordAcademy Service team, along with Historical Commission and Historical Society members, also provided some maintenance for our buildings and grounds. Tasks included window washing, painting and yard work. Later that month Brian Shipley, and Lloyd Leach realigned the granite steps to the front door of the cottage, with materials donated by Dave Canney of Dr. Mulch Garden Center. In November, Mike Dutton from Specialty Stone donated his time and materials to repaint the foundations of both buildings. The Historical Commission would like to again thank them all for their help in maintaining both of these buildings which are so important to our work in preserving, protecting and promoting Westford's history.

Goals for 2009
The Historical Commission has long desired to obtain a town archaeology survey, which would identify high risk sites which should be considered when reviewing future development plans. CPC funding for this survey was approved in May of 2007. John Cunniffe has worked on the RFP, required in order to put the project out to bid. The Commission's goal is to initiate the survey in 2009.

The Commission would also like to formalize our Preservation Plan in the coming year, by completing edits and distributing the final document to other Town Boards and Commissions. This plan will be a tool that all would be able to use to aid in preserving our historical assets.

Article 2. Fiscal Year 2009 Supplemental Appropriations
It was VOTED unanimously to dismiss this article

Article 3. Fiscal Year 2009 Budget Transfers
It was VOTED unanimously to dismiss this article

Article 4. Unpaid Bills from Previous Fiscal Year(s)
It was VOTED unanimously that the Town appropriate from Free Cash the sum of $56.71 (FIFTY SIX DOLLARS AND SEVENTY ONE CENTS) to cover the costs of unpaid bills in previous fiscal years due to MacKay Hardware in accordance with the provisions of MGL Chapter 44, Section 64.

It was voted to take article 20 out of order.

Article 20. Renaming of Central Fire Station
It was VOTED unanimously that the Town name the Westford Center Fire Station in memory of Harold A Fletcher, Senior.

Article 5. Acceptance of Chapter 71: Section 37M Consolidation of Administrative Functions of Town and School
It was VOTED unanimously that the Town accept the provisions of Massachusetts General Laws Chapter 71, Section 37M to allow the Town to consolidate administrative functions, including but not limited to financial, personnel, and maintenance functions, of the School Committee with those of the Town.

Town Manager Jodi Ross then addressed the meeting with the state of the Town.

Article 6. Amendments to the Wage and Classification Plan

It was VOTED under four separate motions that the Town amend the Pay Classification Plan for non-union municipal employees, effective July 1, 2009 as follows:Change Position Title and Band:

Position Title	Current Band	Min	Mid	Max	*New Band*	*Min*	*Mid*	*Max*
Admin. Secretary to the Town Manager **to** Admin. Assistant to the Town Manager	Band 2	$37,893	$46,051	$54,209	*Band 3*	*$42,442*	*$51,579*	*$60,715*

Band Changes:

Position Title	Current Band	Min	Mid	Max	*New Band*	*Min*	*Mid*	*Max*
Finance & Budget Analyst	Band 3	$42,442	$51,579	$60,715	*Band 4*	*$47,534*	*$57,768*	*$68,002*
Social Worker	Band 3	$42,442	$51,579	$60,715	*Band 4*	*$47,534*	*$57,768*	*$68,002*

Create the Following New Position:

Position Title	Current Band	Min	Mid	Max	*New Band*	*Min*	*Mid*	*Max*
Director of Land Use Management					*Band 8*	*$68,946*	*$83,789*	*$98,631*

The original motion was AMENDED to add the position of Director of Land Use and Management.

Article 7. Fiscal Year 2010 Operating Budget

It was VOTED that the Town appropriate the sum of $87,774,553 (EIGHTY SEVEN MILLION SEVEN HUNDRED SEVENTY FOUR THOUSAND FIVE HUNDRED FIFTY THREE DOLLARS) for the operation and maintenance of Town Departments for the Fiscal Year July 1, 2009 through June 30, 2010, such sums to be expended for such purposes under the direction of the respective Town Officers, Boards and Committees.

GENERAL GOVERNMENT	
122 SELECTMEN	
Personal Services	0
Expenses	12,725
TOTAL	12,725
123 TOWN MANAGER	
Personal Services	307,214
Expenses	18,100
TOTAL	325,314
131 FINANCE COMMITTEE	
Personal Services	0
Expenses	8,063
Reserve Fund	192,000
(Transfers out)	0
TOTAL	200,063
132 FINANCE DIRECTOR	
Personal Services	230,841
Expenses	6,705
Audit	31,250
TOTAL	268,796
135 TOWN ACCOUNTANT	
Personal Services	209,562
Expenses	2,900
TOTAL	212,462
141 BOARD OF ASSESSORS	
Personal Services	200,836
Expenses	60,900
TOTAL	261,736
145 TAX COLLECTOR	
Personal Services	169,257
Expenses	61,715
TOTAL	230,972
151 TOWN COUNSEL	
Personal Services	0
Expenses	178,200
TOTAL	178,200
152 HUMAN RESOURCES	
Personal Services	166,584
Expenses	12,020
Compensation Reserve	132,611
Transfers out	0
TOTAL	311,215
155 TECHNOLOGY	
Personal Services	291,711
Expenses	631,654
TOTAL	923,365
161 TOWN CLERK	
Personal Services	194,646
Expenses	23,197
TOTAL	217,843
170 PERMITTING DEPARTMENT	
Personal Services	179,212
Expenses	49,000
TOTAL	228,212
171 CONSERVATION COMMISSION	
Personal Services	72,946
Expenses	5,750
TOTAL	78,696
175 PLANNING BOARD	
Personal Services	66,197
Expenses	24,550
TOTAL	90,747
176 ZONING BOARD OF APPEALS	
Personal Services	0
Expenses	5,000
TOTAL	5,000
179 GIS	
Personal Services	96,714
Expenses	25,000
TOTAL	121,714
192 TOWN HALL MAINTENANCE	
Personal Services	44,795
Expenses	102,200
TOTAL	146,995
TOTAL GENERAL GOVERNMENT	3,814,055
PUBLIC SAFETY	
210 POLICE DEPARTMENT	
Personal Services	3,887,680
Expenses	380,488
TOTAL	4,268,168
220 FIRE DEPARTMENT	
Personal Services	2,524,585
Offset From Grant	-206,486
Expenses	229,711
Offset From Grant	0
TOTAL	2,547,810
241 BUILDING DEPARTMENT	
Personal Services	235,397
Expenses	17,497
TOTAL	252,894
244 SEALER WGHTS MEASURE	
Personal Services	0
Expenses	3,000
TOTAL	3,000
291 EMERGENCY MANAGEMENT	
Personal Services	7,000
Expenses	6,945
TOTAL	13,945
292 ANIMAL CONTROL	
Personal Services	121,574
Expenses	13,600
Offset	-42,000
TOTAL	93,174
294 TREE WARDEN	
Personal Services	2,000
Expenses	32,650
TOTAL	34,650
TOTAL PUBLIC SAFETY	7,213,641

EDUCATION	
300 WESTFORD PUBLIC SCHOOLS	43,722,360
310 NASHOBA TECH	591,918
TOTAL EDUCATION	44,314,278
PUBLIC WORKS	
410 ENGINEERING DEPARTMENT	
Personal Services	77,371
Expenses	13,850
TOTAL	91,221
421 HIGHWAY DEPARTMENT	
Personal Services	1,254,298
Expenses	1,111,830
TOTAL	2,366,128
427 STORMWATER MANAGEMENT	
Personal Services	0
Expenses	64,350
TOTAL	64,350
432 RECYCLING	
Personal Services	0
Expenses	189,383
TOTAL	189,383
433 SOLID WASTE	
Personal Services	0
Expenses	1,375,851
TOTAL	1,375,851
440 SEWERAGE COLLECTION	
Personal Services	0
Expenses	4,950
TOTAL	4,950
491 CEMETERY DEPARTMENT	
Personal Services	67,783
Expenses	17,990
TOTAL	85,773
TOTAL PUBLIC WORKS	4,177,656
HEALTH & HUMAN SERVICES	
510 BOARD OF HEALTH	
Personal Services	346,040
Expenses	37,650
Offset-Grant	0
TOTAL	383,690
539 ADULT SUPPORTIVE DAY CARE	
Personal Services	0
Expenses	0
Offset/Revolving	0
TOTAL	0
540 SENIOR CENTER	
Personal Services	126,881
Expenses	36,150
TOTAL	163,031
541 COUNCIL ON AGING	
Personal Services	176,110
Expenses	74,064
TOTAL	250,174
543 VETERANS SERVICES	
Personal Services	9,360
Expenses	15,155
TOTAL	24,515
TOTAL HEALTH & HUMAN SERVICES	821,410
CULTURE & RECREATION	
610 LIBRARY	
Personal Services	1,068,032
Expenses	338,848
TOTAL	1,406,880
630 RECREATION	
Personal Services	192,134
Expenses	12,600
Offsets / Shared Costs	-204,734
TOTAL	0
650 PARKS	
Personal Services	243,542
Expenses	34,800
Offset	-52,000
TOTAL	226,342
660 LAND MANAGEMENT	
Personal Services	0
Expenses	51,500
TOTAL	51,500
670 HISTORICAL COMMISSION	
Personal Services	0
Expenses	12,145
TOTAL	12,145
673 ROUDENBUSH COMMUNITY CENTER	
Personal Services	0
Expenses	0
Offset	0
TOTAL	0
692 CELEBRATIONS	
Personal Services	0
Expenses	0
TOTAL	0
TOTAL CULTURE & RECREATION	1,696,867
DEBT SERVICE	
710 DEBT SERVICE	
Principal & Interest	9,740,502
TOTAL	9,740,502
TOTAL DEBT SERVICE	9,740,502

UNCLASSIFIED	
940 OTHERWISE UNCLASSIFIED	
Expenses	-789,172
TOTAL	-789,172
945 EMPLOYEE BENEFITS & MISCELLANEOUS	
Expenses	10,454,857
TOTAL	10,454,857
TOTAL UNCLASSIFIED	9,665,685
TOTAL GENERAL FUND	81,444,094
COMMUNITY PRESERVATION FUND	
240 COMMUNITY PRESERVATION FUND	
Principal & Interest	789,369
TOTAL	789,369

WATER ENTERPRISE FUND	
600 WATER ENTERPRISE	
Personal Services	991,620
Expenses	1,629,322
Capital	803,210
TOTAL	3,424,152
RECREATION ENTERPRISE FUND	
630 RECREATION ENTERPRISE	
Personal Services	945,754
Expenses	304,098
TOTAL	1,249,852
AMBULANCE ENTERPRISE FUND	
640 AMBULANCE ENTERPRISE	
Personal Services	553,042
Expenses	314,044
TOTAL	867,086
TOTAL OPERATING BUDGET	**87,774,553**

and further that all items be raised and appropriated except for the following:

Fund 100 General Fund: $303,515.17 shall be appropriated from Overlay Surplus

Fund 240 Community Preservation Fund: $789,369 shall be appropriated from Community Preservation Fund Estimated Annual Revenue.

Fund 270 Receipts Reserved for Appropriation: $5,500 shall be appropriated From Conservation Wetlands Fees

Fund 600 Water Enterprise Fund: $3,424,152 shall be appropriated from Water Enterprise Revenue.

Fund 630 Recreation Enterprise Fund: $1,050,000 shall be appropriated from Recreation Enterprise Revenue.

Fund 640 Ambulance Enterprise Fund: $472,500 shall be appropriated from Ambulance Enterprise Revenue.

The original motion was AMENDED to adjust the Human Resources and Permitting line items in order to fund the newly created position of Director of Land use Management.

It was voted to TABLE the Roudenbush budget line item until after deliberation under Article 21.

A motion was made and seconded to reduce the budget for NVTHS by $5,000 which is the estimated cost for legal fees in ongoing litigation with WestfordCAT and the Superintendent's vehicle provision. Town Counsel indicated that a vote to reduce the NVTHS budget would have the effect of disapproving it. The motion FAILED for lack of majority.

It was then RESOLVED to ask the Nashoba Valley Technical High School Committee to provide a report of their budget at least 14 days prior to Town Meeting, according to Town Bylaw Ch. 51.1.E.

It was further RESOLVED to request that tax dollars are spent in furthering the education of our children and not in further pursuing legal action between NVTHS and WestfordCAT.

The motion for the Roudenbush Community Center line item was tabled until a vote was taken under Article 21.

The Highway Department was commended for its tremendous efforts in cleanup following the December 2008 ice storm and for keeping the roads clear during the many snowstorms this past winter.

At 12:20pm, it was voted to recess the meeting following the presentation of the Gordon B. Seavey award, until 1:30pm.

* * *

The School Superintendent, Everett Olsen then presented the Gordon B. Seavey Appreciation Award to distinguished member of the community and long time School Dept. staff member Kenneth Kavetz for his significant contributions to the community as Director of the Westford Academy Community Service Team.

* * *

The Westford Conservation Trust was thanked for providing the slideshow showing a naturalist's view of Westford.

The Nashoba Quilters were thanked for creating the Westford quilt as a fundraiser to Habitat for Humanity. The quilt was donated to the Westford Historical Society.

Article 8. Property Tax Exemption Increase by 100% for the Blind, Elderly and for Disabled Veterans
It was VOTED under a consent agenda that the Town accept the provisions of Chapter 73, Section 4 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, by providing for additional property tax exemptions for qualified residents who may be blind, elderly, surviving spouses or minors, or who are disabled veterans, and to continue the present percentage increase of 100%.

Article 9. Property Tax Deferral for Seniors: Amend and Increase Qualifying Income
It was VOTED unanimously that the Town accept the provisions of Chapter 73, Section 4 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, by providing for additional property tax exemptions for qualified residents who may be blind, elderly, surviving spouses or minors, or who are disabled veterans, and to continue the present percentage increase of 100%.

Article 10. Revolving Funds
It was VOTED unanimously that the Town re-authorize revolving funds for the Fiscal Year July 1, 2009 - June 30, 2010, under the provisions of MGL Chapter 44, Section 53 E ½ for the fiscal year beginning July 1, 2009 as follows:

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Recycling Revolving	Recycling Commission	Sale of bins and bulk stickers	Purchase of recycling supplies	$20,000	Available for expenditure next year
Recreation Field Maintenance	Recreation Commission	Field user fees/permits	Field maintenance, personnel and consulting services	$150,000	Available for expenditure next year
School Parking	School Department	Parking fees	Maintenance and expansion of parking facilities	$32,800	Available for expenditure next year
School Bus / Transportation	School department	User bus fees	Student transportation costs	$510,000	Available for expenditure next year

It was VOTED unanimously to delete section B, which would have created a revolving account for the Health Dept Clinic from the original motion.

Article 11. Highway Department Chapter 90 Funds
It was VOTED under a consent agenda that the Town appropriate the sum of $659,023 (SIX HUNDRED FIFTY NINETHOUSAND TWENTY THREE DOLLARS) from the proceeds due to the Town under the provisions of Massachusetts General Laws Chapter 90; for the purposes of repair, construction, maintenance and preservation of the Town roads and bridges and other related costs which qualify under the State Aid Highway Guidelines adopted by the Massachusetts Highway Authority.

Article 12. Transfer $30,000 from Ambulance Enterprise Free Cash
It was VOTED unanimously that the Town transfer the sum of $30,000 (THIRTY THOUSAND DOLLARS) from Ambulance Enterprise Free Cash to be expended for the contractual Advance Life Support and Medicare Services.

Article 13. Capital Requests
It was VOTED that the Town raise and appropriate the sum of $1,500,000.00 (ONE MILLION FIVE HUNDRED THOUSAND DOLLARS) to provide for the following capital requests:

DEPARTMENT	*AMOUNT*	*PURPOSE*
Technology	$260,000	Hardware, software, maintenance, and any other related costs
Police Department	$ 5,600	Bullet Proof Vests
Police Department	$ 73,316	Two cruisers and accessories and any other related costs
Police Department	$ 30,903	Portable radios and any other related costs
Fire Department	$465,000	Replace Engine 1 and any other related costs
Fire Department	$ 78,000	Replace boiler at Fire Headquarters and any other related costs
School Department	$50,000	Waste Treatment Facility Plant upgrades at Westford Academy and any other related costs

School Department	$ 80,000	Exterior door replacement at Abbot School and any other related costs
Highway Department	$ 25,000	Catch Basin Truck Unit and any other related costs
Library	$ 8,870	Flooring repairs, carpet replacement, associated moving costs and any other related costs
Library	$ 50,000	Repairs to and/or replacement of Library rear entry and any other related costs
Historical Commission	$ 10,000	Repairs to roof at 2 Boston Rd and any other related costs
Historical Commission	$ 2,000	Replacement of oil tank at 2 Boston Rd. and any other related costs

It was further VOTED by a two-thirds declared majority for the following:

2/3 Vote Required

DEPARTMENT	*AMOUNT*	*PURPOSE*
Capital Stabilization Fund	$361,311	Appropriation to the Capital Stabilization Fund

It was voted to AMEND the original motion by transferring $275,000 from the School Dept. Waste Treatment Facility Plant line item to the Capital Stabilization Fund.

Article 14. Develop New Well Source-Stepinski Parcel
It was VOTED unanimously that the Town transfer the sum of $75,000 (SEVENTY FIVE THOUSAND DOLLARS) from Water Enterprise Free Cash, to be expended under the direction of the Board of Water Commissioners, to pay for the costs of a pump test and required permitting and any other related costs, to develop a new well source, to be constructed on that portion of the so-called Stepinski parcel in the care, custody and control of the Water Department identified as "Parcel A".

Article 15. Perchlorate Expenses
It was VOTED that the Town raise and appropriate the sum of $100,000 (ONE HUNDRED THOUSAND DOLLARS) for the purpose of providing funds to address associated issues regarding perchlorate contamination.

Article 16. Authorization of Debt for Senior Center Renovations and Construction
It was VOTED by secret ballot (232 in favor and 92 opposed, giving a clear two-thirds majority) that the Town appropriate the sum of $4,000,000 (FOUR MILLION DOLLARS) to be expended under the direction of the Board of Selectmen to pay costs of renovations and / or an addition to the current Cameron Senior Center, including any other costs incidental and related thereto; and as funding therefor to borrow pursuant to Massachusetts General Laws Chapter 44, Sections 7(3) and 7 (3A), or pursuant to any other enabling authority, said borrowing is excluded from the provisions of proposition two and one half (2 ½) so called; and to further authorize the Board of Selectmen to take any action necessary to carry out this vote.

It was voted to take articles 27 and 28 out of order while ballots were being tallied.

Article 27. Trench Regulations
It was VOTED that the Town amend the Town Bylaws by adopting a new bylaw authorizing the Building Commissioner and the Board of Selectmen to enact regulations establishing a permitting program for the issuance of trench opening permits pursuant to Massachusetts General Laws Chapter 82A and 520 Code of Massachusetts Regulation 14:00, as follows:

Chapter 162: Trench Regulations

§ 162.1. Authorization; notification of hearings.
The Board of Selectmen and the Building Commissioner shall hereby be authorized to promulgate regulations relative to implementing a trench opening permitting program pursuant to Massachusetts General Laws Chapter 82A and 520 Code of Massachusetts Regulations 14.00. Prior to promulgation of the regulations, or to amendment thereof, the Board of Selectmen or Building Commissioner or Fire Chief shall hold a public hearing for which notice shall be provided at least one week prior to the hearing.

§ 162.2. Enforcement; violations and penalties.
Notwithstanding the provisions of Sections 1.1 through 1.3 of the Town Bylaws, violations of the regulations promulgated under authority of this bylaw may be enforced through any lawful means in law or in equity by the Board of Selectmen or the Building Commissioner or the Fire Chief, including but not limited to enforcement by non-criminal disposition in accordance with Massachusetts General Laws Chapter 40, Section 21D. Each day a violation exists shall constitute a separate violation. The regulations authorized by this section shall establish specific penalties for violation thereof in amounts not to exceed $300.00 per violation;

Article 28. Fire Alarm Bylaw
It was VOTED unanimously that the Town amend the Town Bylaws by adopting a new bylaw authorizing the Board of Selectmen and Fire Chief, after a public hearing, to promulgate regulations relative to fire protection and safety in the Town, to set fees for services related thereto, and to impose penalties for violations thereof in amounts not to exceed $300.00 (THREE HUNDRED DOLLARS) per violation, as follows:

Chapter 94: Fire Alarms

§ 94.1. Authorization; notification of hearings.
The Board of Selectmen and Fire Chief shall hereby be authorized to promulgate regulations relative to fire protection and safety in the Town, including, but not limited to installation and operation of fire alarms and other fire protective systems and carbon monoxide alarms and to set fees for services incidental to permitting and monitoring such systems and alarms, provided, however, that such regulations must be consistent with applicable statutes, including the provisions of Massachusetts General Laws Chapter 148, the State Building Code (780 CMR), and the Massachusetts Fire Prevention Regulations promulgated by the State Board of Fire Prevention Regulations (527 CMR). Prior to promulgation of the regulations, or to amendment thereof, the Board of Selectmen and Fire Chief shall hold a public hearing for which notice shall be provided at least one week prior to the hearing.

§ 94.2. Enforcement; violations and penalties.
Notwithstanding the provisions of Sections 1.1 through 1.3 of the Town Bylaws, violations of the regulations promulgated by the Board of Selectmen and Fire Chief promulgated under authority of this bylaw may be enforced through any lawful means in law or in equity by the Board of Selectmen or the Fire Chief, including but not limited to enforcement by non-criminal disposition in accordance with Massachusetts General Laws Chapter 40, Section 21D. Each day a violation exists shall constitute a separate

violation. The regulations authorized by this section shall establish specific penalties for violation thereof in amounts not to exceed $300.00 per violation.

Article 17. Authorization of Debt for Town Hall Renovations and Construction

It was VOTED by a two-thirds declared majority that the Town appropriate the sum of $3,700,000 (THREE MILLION SEVEN HUNDRED THOUSAND DOLLARS) to be expended under the direction of the Board of Selectmen to pay costs of renovating and/or constructing an addition to the current Town Hall, including all costs incidental and related thereto; that to meet this appropriation the sum of $840,000 (EIGHT HUNDRED AND FORTY THOUSAND DOLLARS) be appropriated from the Community Preservation Fund Undesignated Fund Balance; that the sum of $460,000 (FOUR HUNDRED AND SIXTY THOUSAND DOLLARS) be appropriated from the Community Preservation Fund Historic Reserve; that the Treasurer, with the approval of the Board of Selectmen is hereby authorized to borrow the sum of $1,025,000 (ONE MILLION TWENTY-FIVE THOUSAND DOLLARS) pursuant to Massachusetts General Laws Chapter 44B, Section 11 or any other enabling authority and to issue bonds and notes therefor, and that the Treasurer with the approval of the Board of Selectmen is authorized to borrow $1,375,000 (ONE MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS) pursuant to Massachusetts General Laws Chapter 44, Section 7(3) and 7(3A), or any other enabling authority and to issues bonds and notes therefor; and to further authorize the Board of Selectmen to take any other action necessary to carry out this vote.

The original motion was amended from $3,300,000 to $3,700,000, increasing the amount to be borrowed by $400,000.

Article 18. Community Preservation Committee Recommendations

It was VOTED that the Town, pursuant to Massachusetts General Laws, Chapter 44B, in accordance with the recommendations of the Westford Community Preservation Committee, appropriate from Community Preservation Funds the sum of $558,010.14 (FIVE HUNDRED FIFTY-EIGHT THOUSAND TEN DOLLARS AND FOURTEEN CENTS) as follows:

$235,235	From Undesignated Fund Balance To the Community Housing Reserve This allocation more than covers the required 10% for Community Housing	*Community Housing Reserve*
$20,000	From Undesignated Fund Balance For the refurbishment of six (6) Greek revival windows in the third-floor Mary Atwood Hall in the J.V. Fletcher Library	*Board of Library Trustees*
$13,713.14	From Undesignated Fund Balance For the 2009 Town Records Preservation Project and any other related costs	*Records & Archives Management Committee*
$ 14,062	From Undesignated Fund Balance For the restoration and preservation of historic grave markers from four separate cemeteries.	*Cemetery Commission*
$35,000	From Undesignated Fund Balance For the Ronan McElligott Memorial	*Westford Friends of Recreation / Westford Parks*

	Playground and any other related costs.	*and Recreation Commission*
$35,000	From Undesignated Fund Balance For the roof replacement at the Sargent School Housing in Graniteville and any other related costs.	*Westford Housing Authority*
$190,000	From Undesignated Fund Balance To the Conservation Trust Fund for future land purchases	*Conservation Commission*
$15,000	From FY10 Community Preservation Estimated Revenue For administrative expenses for the Community Preservation Committee	*Community Preservation Committee*

Article 19. Institute Waste Reduction Program
The following MOTION was made and seconded but FAILED for lack of majority:

> That the Town direct the Board of Selectmen to institute a waste reduction program, as part of the Town's curbside collection of solid waste and recyclables service, that would have the following elements: each household would be allowed to place at the curbside for pickup each week one 36 gallon container or bag containing non-recyclable, acceptable solid waste; additional 33 gallon bags, imprinted with an official identifier, for non-recyclable, acceptable solid waste may be placed at curbside for collection provided the resident purchases said bags from the Town at designated locations at a cost to be determined by the Board of Selectmen; an unlimited amount of recyclable materials may be placed at the curbside during the week regularly scheduled for recycling collection.

A MOTION was made to change "36 gallon" to "45 gallon" bags. The motion FAILED for lack of majority.

A MOTION was made to adjourn the meeting to 7:00pm on Monday, May 11, 2009. The motion FAILED for lack of majority.

Article 20 was taken out of order following Article 4.

Article 21. Dissolution of Roudenbush Community Center Committee & Transfer Care, Custody & Control of Town Buildings to Board of Selectmen, Authority to Enter Lease
It was VOTED by a two-thirds declared majority that the Town, pursuant to Massachusetts General Laws Chapter. 40, Section 15A, transfer the care, custody, control, and management of the Roudenbush Community Center land and buildings, located at 65 Main Street and 73 Main Street (Assessors' Map No. 59, Parcel No. 42) and 170 Plain Road (Assessors" Map No. 74, Parcel No. 108) from the Roudenbush Community Center Committee to the Board of Selectmen to be held for general municipal purposes and for the purpose of leasing and to authorize the Board of Selectmen to lease in accordance with the provisions of Massachusetts General Laws Chapter. 30B, Section 16, as applicable, all or a portion of the real property known as the Roudenbush Community Center for a term not to exceed ten years with an intended purpose similar to that which is currently in operation as reasonably determined by the Board of Selectmen, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town; and further to dissolve the Roudenbush Community Center Committee.

It was VOTED to remove the Roudenbush budget line item under Article 7 from the table.

It was VOTED unanimously to pass the Roudenbush budget line item in Article 7.

At 5:37 pm it was voted to Adjourn the meeting until 7:00pm on May 11, 2009.

Adjourned Annual Town Meeting

Monday, May 11, 2009

Ellen Harde, Town Moderator called the meeting to order at 7:00 pm.

Article 22. Change Town Meeting Date
It was VOTED that the Town amend Chapter 51, Section 51.1 A and 51.1 B of the Westford General Bylaws relating to the date of the Annual Town Meeting by deleting the current text and replacing it with the following text:

A. Date and time of Annual Town Elections. [Amended 2-20-33 ATM Art. 13; 2-17-47 ATM Art. 35; 3-12-66 ATM Art. 36; 12-19-73 STM Art. 4. Replaced 10-2-90 STM Art. 10. Amended 5-11-02 ATM Art. 30] The Annual Meeting for the election of Town officers and the determination of matters as by law or vote of the Town are required to be elected or determined by ballot shall be held on the first Tuesday of May each year. The polls shall be open at 7:00 A.M. and shall remain open until 8:00 P.M.

B. Date and time of Annual Town Business Meetings. All other business of the Annual Town Meeting shall be considered at 10:00 A.M. on the fourth Saturday in March, except that if the Board of Selectmen determines that such date conflicts with the traditional observance of a religious holiday, the Board of Selectmen may delay the Annual Town Meeting to a subsequent Saturday that does not conflict with any religious holiday

A MOTION was made to amend the date to the third Saturday in April. The motion FAILED for lack of majority.

Article 23. Change Quorum Requirement for Special Town Meeting
It was VOTED that the Town amend Chapter 51, Section 51.2 B of the Westford General Bylaws relating to the quorum requirement at a Special Town Meeting by deleting the current text in its entirety and replacing it with the following text: "A quorum of 200 registered voters shall be required to convene a Special Town Meeting. Once a Special Town Meeting has been opened, there shall be no requirement to maintain the quorum."

The last sentence in the original motion was amended to read "no requirement to maintain the quorum."

A MOTION was made to strike the last sentence and replace it with ", and 150 voters shall be the minimum requirement to continue business." The motion FAILED for lack of majority.

Article 24. Conservation Land – Rules and Regulations Violations
It was VOTED unanimously that the Town amend Chapter 1, Section 1.4 of the Westford General Bylaws (Penalties and enforcing person for violation of bylaws or regulations) as follows:

1. Under "Conservation Commission Regulations" : Amend "Use of Conservation Land" to read "Rules and Regulations for Use of Town of Westford Conservation Lands";
2. Under Enforcing Persons" delete "Planning/Conservation Coordinator" and replace it with " Westford Police, Town Bylaw Enforcement Officer, Conservation/Resource Planner;
3. Under "Offense" and "Fine", delete "1st Offense $25" and "Subsequent offenses $100.00" and replace with the following: "1st Offense $50.00, 2nd offense $75.00, third and subsequent offenses $100.00"

Article 25. Board of Health Fines

It was VOTED unanimously that the Town delete all Board of Health entries in Chapter 1, sec. 1.4 of the General Bylaws and replace them with the following:

Board of Health Regulation/CMR	**Enforcing Person**	**Offense**	**Fine**
Ambient air quality standards (310 CMR 6.00–8.00)	Board of Health	1st and each subsequent offense	$100
Animals			
Piggeries	Board of Health	1st and each subsequent offense	$25
Stables	Board of Health	1st and each subsequent offense and per day	$25
Bathing beaches, minimum standards for (105 CMR 445.000)	Board of Health	1st and each subsequent offense	$100
Body art			
Body art without permit	Board of Health	Per day	$300 **
Body art on minor without written consent by parent or legal guardian	Board of Health	Per violation/person	$300 **
Performing tattooing/ branding/scarification on anyone under 18	Board of Health	Per violation/person	$300 **
Discharges to municipal storm drain systems	Board of Health	1st offense 2nd offense subsequent offenses	$100 $200 $300
Floor drains	Board of Health	1st offense 2nd offense subsequent offenses	$200 $300 ** $300 **

Food establishments, minimum sanitation standards for (105 CMR 590.000)			
Minimum sanitation standards for food establishments	Board of Health	1st and each subsequent offense	$25
Critical violations of minimum sanitation standards for food establishments	Board of Health	1st and each subsequent offense	$50
Food borne illness interventions and risk factors	Board of Health	1st and each subsequent offense	$100
Hazardous Materials Storage	Board of Health	1st and each subsequent offense	$300
Hazardous wastes (310 CMR 30.000)	Board of Health	1st and each subsequent offense	$100
Board of Health Regulation/CMR	**Enforcing Person**	**Offense**	**Fine**
Human habitation, minimum standards for (105 CMR 410.000)	Board of Health	1st and each subsequent offense	$100
Mercury disposal	Board of Health	1st and each subsequent offense	$100
Nuisance	Board of Health	1st and each subsequent offense	$100
Recreational camps for children, minimum sanitation and safety standards for (105 CMR 430.000)	Board of Health	1st and each subsequent offense	$100
Site assignment for dumping grounds	Board of Health	1st and each subsequent offense	$100
Subsurface disposal of sanitary sewage (310 CMR 15.000)	Board of Health	1st and each subsequent offense	$100
Swimming pools, minimum sanitation for (105 CMR 435.000)	Board of Health	1st and each subsequent offense	$100
Tanning facilities (105 CMR 123.000)	Board of Health	1st offense 2nd offense subsequent offenses	$200 $300 ** $300**
Tobacco			
Sale of tobacco products to minors by proprietor	Board of Health	1st and each subsequent offense	$300

Sale of tobacco products to minors by employee	Board of Health	1st and each subsequent offense	$200
Smoking in a non-smoking area **Proprietor**	Board of Health	1st offense 2nd offense subsequent offenses	$200 $200 $300
Smoking in a non-smoking area **Individual**	Board of Health	1st offense 2nd offense subsequent offenses	$100 $200 $300
Water supply	Board of Health	1st and each subsequent	$100

***Town Meeting approved increasing fines in excess of $300, but Massachusetts General Laws chapter 40, section 21D limits the amount of a fine that may be collected through noncriminal disposition to $300.*

Article 26. Amend Chapter 68 Numbering of Buildings
It was VOTED unanimously that the Town amend Chapter 68 of the General Bylaw as follows:

Chapter 68: Numbering of Buildings
[Adopted 3-18-61 Adj. ATM Art. 4. Amendments noted where applicable.]

§ 68.1. Numbering of Buildings
Every building in the Town of Westford, including but not limited to dwellings, apartment buildings, condominiums, and business establishments, shall have affixed thereto a number representing the address of such building. Said number shall be situated on the building and/or appurtenant land so that it is visible from the nearest street or road providing vehicular access to such building.

§ 68.2~~1~~. Authority to determine and designate numbers. [5-11-2002 ATM Art. 30]
~~The Board of Selectmen may determine and designate numbers for all buildings abutting upon or adjacent to public ways and so shall determine and designate numbers for these buildings.~~

The Board of Selectmen shall have the authority to determine and designate numbers for all buildings abutting upon or adjacent to public ways. The Board of Selectmen may, however, create and delegate said authority to an E911 Committee comprised of the Fire Chief, the Police Chief and the Building Commissioner or their designees.

§ 68.3 Authority to adopt rules and regulations.
The Board of Selectmen or an E911 Committee created by the Board of Selectmen shall adopt rules and regulations for the administration of this Chapter.

§ 68.4~~2~~. Compliance required. [5-11-2002 ATM Art. 30]
No person shall refuse or neglect to affix to any building owned by him/her the street number designated by the Board of Selectmen or the E911 Committee,

nor shall any person affix or suffer to remain on any building owned or occupied by him/her a street number other than the one designated by the Board of Selectmen or the E911 Committee ~~Selectmen~~.

§ 68.53. Size and placement of numbers. [5-11-2002 ATM Art. 30]
The Board of Selectmen or the E911 committee shall determine the appropriate size and visibility requirements for the placement of house numbers. At a minimum, residential house numbers must be 3 inches ~~All numbers must be at least 2 inches~~ in height. ~~and must be placed that they are visible from the street.~~

§ 68.64. Violations and penalties [5-11-2002 ATM Art. 30]
Owners who are found to be in violation will receive written notice of non-compliance and be ordered to comply within 30 days. Penalties will be assessed if owners fail to comply within 90 days of written notice. Any person or entity who violates this chapter shall be subject to a fine of $25 ~~liable to the following fines~~ for each day of the violation.
~~continues:.~~

~~For the first and each subsequent offense: $25~~

A MOTION was made to replace the words "an E911" Committee with "a Public Safety" Committee. The motion FAILED for lack of majority.

Articles 27 and 28 were taken out of order following the secret ballot vote under article 16.

Article 29. Amendment to Section 6.3: Growth Management Bylaw
The following MOTION was made and seconded but FAILED for lack of majority:

That the Town amend Chapter 173, Section 6.3 of the Westford Zoning Bylaw to extend the Growth Management Bylaw for an additional year to allow for the completion of the Comprehensive Master Plan update, as follows:

At §173-6.3.2.2 ADD and DELETE the following: (additions are underlined / deletions are crossed through)

§6.3.2.2 The provisions of this Section 6.3 shall expire on May 11, ~~2009~~2010; however, by vote of Town Meeting before said date, the provisions of this Section 6.3 may be extended for an additional five years, in order to continue comprehensive municipal planning studies necessary to promote orderly growth. In the event such action is taken by the Town Meeting prior to May 11, ~~2009~~2010, these provisions shall not be construed to have lapsed on such date

Article 30. Amendment to Section 3.2 Accessory Uses
The following MOTION was made and seconded but FAILED for lack of counted majority (37 ayes / 70 nays):

That the Town amend Chapter 173, Section 3.2 of the Westford Zoning Bylaw to define the number of garages allowed in residential areas, as follows;

At §173-3.2.1 6 Garage, ADD and DELETE the following: (additions are underlined / deletions are crossed through)

6. Garage. ~~Garage for not more than 3 motor vehicles.~~ - Attached to residential structures- no more than 4 bays to house motor vehicles, with a maximum of not more than 3 bays on any one face of the structure.

Whether a detached accessory building, or attached to a residential building, a garage with not more than four bays to house a maximum of four motor vehicles shall be permitted as an accessory use to a single or two-family dwelling, provided that:

(a)No more than three bays may be on any one face of the building;
(b)The maximum size of each bay shall be 14 feet by 26 feet, with a maximum area of 364 square feet for a single bay and a maximum total area of 1,092 square feet for three contiguous bays; and
(c)The total area of a garage shall not exceed 1,456 square feet for the purposes of housing vehicles.

Barns used to house motor vehicles shall be considered a garage use, unless it is used primarily for an exempt agricultural use under G.L. c. 40A, §3.

The following motions were made to amend the original motion:

To add after the word "Barns" in the last paragraph: erected after the effective date of this bylaw. Motion passed.
To delete the last paragraph entirely. Motion failed.
To change the words "motor vehicles" to "passenger vehicles." Motion failed.
To strike paragraphs b and c. Motion failed.

Article 31. Amendment to Section 8.2 Floodplain Overlay District
It was VOTED by a two-thirds declared majority that the Town amend Chapter 173 of the Code of the Town of Westford as follows;

At §173-8.2.2 District Boundaries, ADD and DELETE the following: (additions are underlined / deletions are crossed through)

8.2.2 District Boundaries. The boundaries of the FOD are shown on the Flood Insurance Rate Map (FIRM), dated June 15, 1983, revised November 14, 2005, and amended through November 13, 2008 by the Federal Emergency Management Agency, which represent the one-hundred year flood elevations designated at Zone A and Zones A1 through A30. The boundaries of the floodway are shown on the Flood Boundary and Floodway Map~~, dated June 15, 1983,~~ and further defined by the floodway date tables contained in the Flood Insurance Study.

Article 32. Comprehensive Master Plan
It was VOTED that the Town accept the Westford Comprehensive Master Plan Report Summary prepared and adopted by the Planning Board on April 21, 2009 pursuant to Massachusetts General Laws Chapter 41, Section 81D.

The original motion was amended to reflect the actual title of the document being voted.

Article 33. Allie Lane Land Gift
It was VOTED unanimously that the Town authorize the Board of Selectmen to accept a gift of land from Granite Hill Estates, LLC, which will transfer the care, custody and control of a certain parcel of land, containing approximately 15 +/- acres commonly known as the "Allie Lane" parcel and identified as Westford Assessors' Map 35 Parcel 101, which is more accurately described as Parcel 4, 4-2; Second in a deed running from Herbert E. Fletcher et.al. to Granite Hill Estates, LLC, dated December 9, 1999 and recorded with the Middlesex North Registry of Deeds at Book 10576, Page 123 to the inhabitants of the Town of Westford, and said land is to be under the care, custody and control of the Board of Selectmen for general municipal purposes .

Article 34. Lease of Day Agricultural and Conservation Land
It was VOTED unanimously that the Town authorize the Conservation Commission to lease for agricultural use for up to ten years, a portion of the land under its care and custody located on Graniteville Road known as the Day Agricultural and Conservation Land (Assessors' Map 26 Parcel 37) and to authorize the Selectmen to file special legislation with the General Court, pursuant to Article 97, authorizing the Conservation Commission to lease the land known as the Day Agricultural and Conservation Land (Assessors' Map 26 Parcel 37) for agricultural use for up to ten years.

It was voted to adjourn the 280th Annual Town Meeting at 9:29 pm, having no further business to conduct.

A True Record: Attest
Kaari Mai Tari
Town Clerk

Special Town Meeting Minutes

June 18, 2009

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at the Abbot School on Thursday, June 18, 2009, called to commence at 7:30 pm, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. There were in excess of 278 voters in attendance as the meeting began.

Ellen Harde, Town Moderator, declared that a quorum was present and called the meeting to order at 7:56 pm.

It was voted unanimously to allow Town employees and consultants who are not residents to address this meeting.

Article 1: Boston Road Parcel ***By Petition***

A MOTION was made and seconded and following a brief presentation, it was voted by secret ballot, with 335 voters in favor and 112 voters opposed, to replace the main motion.

It was then VOTED by a clear two-thirds majority that the Town transfer the care, custody, control, and management of the parcel of land described in this motion from the Board of Selectmen currently held for the purpose of conveyance and for recreation purposes, to the Conservation Commission to be held for conservation purposes protected under Article 97 of the Massachusetts Constitution; the land to be transferred pursuant to this vote is that portion of the land acquired by the Town pursuant to the Town Meeting vote under Article 24 of the May 11, 1987 Annual Town Meeting remaining in Town ownership after the Board of Selectmen conveys a portion of said land pursuant to the Request for Proposals issued by the Town for an affordable housing development, being a portion of the land known as Drew Farms located off of Boston Road, and identified as Parcel G on a Plan entitled "Definitive Subdivision Plan of Land, Boston Road, Westford MA'" prepared by LandTech Consultants, Inc. dated August 27, 1993, consisting of 17.42 acres, more or less and as referenced in a deed to the Inhabitants of the Town of Westford, Massachusetts recorded in the Middlesex North Registry of Deeds at Book 7366, Page 211.

Having no further business to conduct, it was voted to dissolve the Special Town Meeting at 9:45 pm.

A true copy attest,

Kaari Mai Tari
Town Clerk

Special Town Meeting Minutes

July 30, 2009

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at the Abbot School on Thursday, July 30, 2009, called to commence at 7:30 pm, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. There were 214 voters in attendance as the meeting began.

Ellen Harde, Town Moderator, declared that a quorum was present and called the meeting to order at 7:45 pm.

It was voted unanimously to allow the Town's Environmental Compliance Manager Jessica Cajigas who is not a resident to address this meeting.

It was further voted to allow Licensed Site Professional and Engineering Consultant Richard Cote of CEI Engineering to address this meeting.

Article 1: Perchlorate Remediation ***Selectmen***

It was VOTED by a two-thirds declared majority that the Town appropriate the sum of $2,500,000 (TWO MILLION FIVE HUNDRED THOUSAND DOLLARS) for the purpose of remediating perchlorate contamination, by upgrading the Cote well, developing and installing a new well, installing a water transmission line, constructing a resin-based perchlorate treatment facility, and/or upgrading the capacity of the Nutting Road water treatment facility, including costs incidental and related thereto and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount from the Massachusetts Water Pollution Abatement Trust (WPAT) or otherwise, under and pursuant to Massachusetts General Laws, Chapter 44 Section 8, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore, with said appropriation to be under the control of the Board of Selectmen.

Having no further business to conduct, it was voted to dissolve the Special Town Meeting at 8:26 pm.

A true copy attest,

Kaari Mai Tari
Town Clerk

Special Town Meeting Minutes

October 19, 2009

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at the Abbot School on Monday, October 19, 2009, called to commence at 7:30 pm, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. At least 200 voters were in attendance as the meeting began. The total number of voters in attendance at the meeting was 227.

Ellen Harde, Town Moderator, declared that a quorum was present and called the meeting to order at 7:43 pm.

It was voted unanimously to allow Town employees and consultants who are not residents to address this meeting.

The Moderator introduced Assistant Town Manager Andy Sheehan to the Meeting and thanked Water Superintendent Warren Sweetser who retired on October 16th for his 37 years of service to the Town's Water Department.

It was voted unanimously to waive the reading of the motions accepting the written motions filed with the Town Clerk as the official motions.

Article 1: FY2010 Supplemental Appropriations

It was voted that the Town raise and appropriate the sum of $112,000 (ONE HUNDRED TWELVE THOUSAND DOLLARS) in order to supplement the following Fiscal Year 2010 Operating Budget:

410 Engineering Department, Personal Services	$32,000
710 Debt Service, Principal & Interest	80,000

And further

That the town transfer the sum of $62,400 (SIXTY TWO THOUSAND FOUR HUNDRED DOLLARS) from Ambulance Enterprise Free Cash in order to supplement the following Fiscal Year 2010 Operating Budgets:

640 Ambulance Enterprise, Personal Services	$17,400
640 Ambulance Enterprise, Expenses	45,000

It was then voted to take Article 13 out of order.

Article 13: Transfer of Care & Custody

It was voted unanimously that the Town transfer the care, custody, control, and management of a parcel of Town land located near Texas Road identified as Parcel 31 on Westford's Assessors' Map 6, from the Tax Possession Sale Committee presently held for the purpose of tax title sale to the Conservation Commission to be held for conservation purposes.

Article 2: Amendments to Wage and Classification Plan

Following a presentation by the Town Manager on the merits of a combined Public Works department, the motion was made and seconded but failed for lack of majority by a secret ballot vote (95 in favor / 127 opposed):

That the Town amend the Pay Classification Plan for non-unionized municipal employees by adding the following position:

Position	Band	MIN	MID	MAX
Director of Public Works	9	$75,154	91,333	107,511

It was voted to TABLE discussion under Article 3 until after the secret ballot tallying for Article 2 was completed and the outcome known.

Article 4: Capital Requests
It was voted by a two-thirds declared majority that the Town transfer the sum of $130,000 (ONE HUNDRED THIRTY THOUSAND DOLLARS) from the Capital Stabilization Fund to provide for the following Capital Expenditure:

Westford Public Schools - Westford Academy Treatment Plant Upgrade	$75,000
Westford Public Schools - Nabnasset Roof Design	55,000

Article 5: Town Hall Construction/Renovations Supplemental Bond Authorization Pending Bid Results
It was voted to DISMISS the article as construction/renovation bids came in under budget.

Article 6: Reduce Amount Raised by Taxes in Fiscal Year 2010
It was voted that the Town transfer the following available funds to reduce the net amount to be raised by taxes for Fiscal Year 2010:

$78,960.08	From Fund Balance Designated for Debt Service
$473,725.00	From Fund Balance Designated for Debt Exclusion Reduction
$2,053,856.67	From Free Cash

It was voted to consider articles 7, 8 and 9 under one motion.

Article 7: Massachusetts Enhanced Relief Individual Tax (MERIT) Plan
It was voted unanimously that the Town accept the provisions of Chapter 260 of the Acts of 2006 creating a new local option under Massachusetts General Laws Chapter 59 Section 5L, which allows Massachusetts National Guardsmen and Reservists who are deployed outside the state to defer paying their taxes without interest or penalties up to 180 days after that service, as being terminated or released from service.

Article 8: Massachusetts Enhanced Relief Individual Tax (MERIT) Plan for Motor Vehicle Excise
It was voted unanimously that the Town accept the provisions of Chapter 182 of the Acts of 2008 Section 17, creating a new local option amending Massachusetts General Laws Chapter 60A Section 9, which allows Massachusetts National Guardsmen and Reservists who are deployed outside the state to defer paying their Motor Vehicle Excise taxes without interest or penalties up to 180 days after that service, as being terminated or released from service.

Article 9: Motor Vehicle Exemption for Residents on Active Military Duty
It was voted unanimously that the Town accept the provisions of Chapter 182 of the Acts of 2008 Sections 16 and 117, creating a new local option amending Massachusetts General Laws Chapter 60A Section 1, which allows the exemption of motor vehicle excise tax for Massachusetts residents who are on active military duty outside the country for at least 45 days of the excise calendar year. If the service member is wounded or killed in an armed

conflict, the exemption applies regardless of the number of days deployed. The service member may exempt only one vehicle owned and registered for personal use. If accepted by the Town of Westford, then all delinquent motor vehicle excise bills will be charged an additional $3.00 when sent to a deputy collector for collection action. The current fee is $10.00 which, if accepted, would then be $13.00.

The secret ballot vote under Article 2 was declared. The motion was defeated by a vote of 95 in favor and 127 opposed.

Article 3: FY 2010 Budget Transfer
A motion was made to divide the article since the vote under Article 2 failed. It was then voted unanimously that the Town transfer the following sums from and to the following Fiscal Year 2010 accounts:

from:	210	Police Department, Personal Services	$12,000
to:	210	Police Department, Expenses	$12,000

It was voted unanimously to dismiss the motion to transfer sums from Human Resources Compensation Reserve to a newly created account called Dept. of Public Works for Personal Services in light of the vote under Article 2.

Article 10: Chapter 51 Section 51.1.D – Annual Town Meetings and Elections
It was voted unanimously that the Town amend Chapter 51, Section 51.1.D of the Westford General Bylaws relating to the acceptance of articles for inclusion in the Annual Town Meeting warrant by deleting the current text and replacing it with the following text: "The Board of Selectmen shall include in the warrant for the Annual Town Meeting any article it receives in accordance with the provisions of Massachusetts General Laws Chapter 39 Section 10, by 2 p.m. on the fourth Tuesday in January."

The original motion was amended for grammatical reasons.

Article 11: Chapter 173, Section 8.1 Water Resource Protection Overlay District
It was voted by a two-thirds declared majority that the Town amend Chapter 173 of the Zoning Bylaw of the Town of Westford as follows:

At §173-8.1.3 Establishment of Districts, ADD the following:
(additions are underlined)

8.1.3 Establishment of Districts. The Water Resource Protection Districts are herein established as overlay districts. The Water Resource Protection Districts are described on a map entitled "Town of Westford Massachusetts, Zoning Map Water Resource Protection Overlay Districts 1, 2, & 3 (WRPOD)", with district boundary lines compiled by Town of Westford GIS Department dated February 2004 <u>and amended August 2009</u>. All maps are hereby made a part of this Zoning Bylaw and are on file in the office of the Town Clerk.

Alisa Nakashian-Holsberg requested that the minutes reflect the following question:

"Will there be any changes in the vicinity of 540 Groton Rd that might make it easier to put in an asphalt plant?" The answer from the Water Department's Business Manager Robin Fullford was "no."

Article 12: Country Road Easement
It was voted unanimously that the Town authorize the Board of Selectmen to grant to the Massachusetts Electric Company a perpetual right and easement for providing service for the transmission of intelligence (limited to the transmission of intelligence in connection with the

automated reading of electric meters and for no other purposes) and electricity by overhead utility facilities over, across, under and upon land located at 16 Country Road more particularly described in a deed recorded with Middlesex North Registry of Deeds in Book 1678, Page 591 and shown as Parcel "C" on a plan of land recorded with said Deeds in Plan Book 101, Plan 42, on such terms and conditions and for such consideration as the Selectmen may determine, which may be nominal consideration.

A motion was made and seconded to amend the original motion by replacing the word "intelligence" with the word "data." The motion failed for lack of majority. Robin Fullford explained that the word "intelligence" is part of the standard required language of this type of contract with Massachusetts Electric Company.

Article 13 was taken out of order following Article 1.

Article 14: Vose Hill Road Street Acceptance
It was voted to dismiss the following article:

That the Town vote, pursuant to Massachusetts General Laws, Chapter 82 Section 20 to accept Vose Hill Road as Town public way.

Having no further business to conduct, it was voted to dissolve the Special Town Meeting at 9:36pm.

A true copy attest,

Kaari Mai Tari
Town Clerk

BOARD OF SELECTMEN

Kelly Ross
Chair
Valerie Wormell
Vice-chair
Nancy Rosinski
Clerk
Bob Jefferies
Jim Sullivan

The year began with Westford facing the aftermath of an ice storm that caused physical, financial, and emotional trauma.

In December 2008, a severe ice storm struck Westford, bringing with it dangerous conditions and long-term power outages. Town employees risked personal safety to deal with dangerous downed wires and move broken trees and branches from roadways. The Council on Aging staff checked on senior citizens, and shelters were opened for those who needed a warm place to stay. For several days reverse-911 messages were used to keep residents updated on the efforts to restore electrical power.

When the storm was over, a major and costly cleanup was required. Under the direction of Highway Superintendent Chip Barrett, mountains of debris were removed in the spring after the winter snow melted. Westford and several surrounding communities were initially denied federal funds for the cleanup, but thanks to the efforts of Town Manager Jodi Ross, the decision was reversed and Westford was reimbursed for much of the cost of the cleanup.

Westford faced significant fiscal challenges in 2009. In the midst of the most severe economic downturn since the Great Depression, town boards, employees, and citizens rose to the occasion to find innovative ways to preserve services with less funding. Examples include:

- An Energy Committee was formed to investigate ways to reduce energy costs. The committee quickly made an impact by helping to negotiate lower electricity rates and is currently working to bring solar power to Westford.

- Led by Technology Director Chris McClure, the IT Department developed municipal software that has been sold to other communities.

- Recreation Director Pat Savage and her team accomplished the goal of making the Recreation Enterprise Fund self-sufficient.

- Fire Chief Rich Rochon introduced Advanced Life Support service to Westford, which will make our citizens safer by having paramedics on our ambulances and will also move the Ambulance Enterprise Fund towards self-sufficiency.

- Finance Director Suzanne Marchand pursued refinancing Westford Academy and Millennium Building bonds, saving $158,000

- The Selectmen met with Representative Jim Arciero and Senator Panagiotakos to discuss possible changes to state law that would reduce costs for towns.

- A Special Town Meeting held in July voted to pursue economic stimulus funds to assist with the ongoing remediation of perchlorate in the town's groundwater

- Several vacant positions went unfilled or were eliminated, but due to the efforts of town employees, noticeable impact on services was minimal.

Town and school departments under the leadership of Town Manager Ross, Finance Director Marchand, and School Superintendent Bill Olsen, along with the Selectmen, Finance Committee, and School Committee, worked cooperatively to produce a balanced budget in one of the most difficult economic environments imaginable.

A variety of construction projects moved forward in 2009:

- In June, a groundbreaking ceremony was held for the renovation and expansion of the Cameron Senior Center.
- A Special Town Meeting in late June strongly supported the development of 20 affordable houses on Boston Road.
- The Bruce Freeman Rail Trail officially opened in August.
- Improvements to Route 110 began, funded by economic stimulus funds from the American Recovery and Reinvestment Act.
- The repair, renovation, and expansion of Town Hall began in the fall.
- In November, the Ronan McElligott Memorial Playground for children of all abilities opened. The dedication and determination shown by Steve and Stephanie McElligott is an inspiration to all of us.

Significant change occurred in town. After 18 years of serving as Westford's State Representative, Geoff Hall retired, and Jim Arciero was elected as our new representative. Assistant Town Manager Norman Khumalo moved onward and upward by becoming the Town Manager of Hopkinton, and Andy Sheehan arrived as our new Assistant Town Manager. Water Superintendent Warren Sweetser retired after 37 years of service in the Water Department. Some things stayed the same as Selectman Jim Sullivan was elected to his second term. The Board congratulates them and wishes them well.

Westford didn't just survive the monumental challenges of 2009, we thrived. And so with great confidence and optimism, the Board looks forward to 2010.

TOWN MANAGER

Jodi Ross
Town Manager

Andrew Sheehan
Assistant Town Manager

The economic challenges we experienced in 2009 were considerable and unprecedented for most of us. Locally, although revenues dropped and state aid was reduced, the town managed to get through Fiscal Year (FY) 2009 and develop a FY 2010 budget without the need for an override. This was achieved by implementing several cost-savings measures town-wide. By working collaboratively and proactively with all town officials and department heads, the town was able to reduce general government expenses by 4.9%, with the schools achieving a modest 2.3% increase. Even in these difficult, fiscally-challenging times, we were able to reduce the draw off of cash reserves from $3.17 million in FY08 to $2.05 million in FY10.

Although the Ice Storm of '08 occurred during December 2008, the fiscal realities of the storm and subsequent cleanup transpired primarily in 2009. The town spent over $600,000 on emergency response and storm clean-up, and was initially denied reimbursement by the federal government. We were perplexed by this denial as our devastation from the storm was so severe. By teaming with other communities who were also severely impacted by the storm, and with the assistance of local, state and federal officials, we were able to overturn this decision. Because of these actions, we received reimbursement of $528,376 from the federal government and $78,255 from the state for our storm-related expenses.

In order to absorb the reduction in state aid and local receipts, and still balance the budget, we were able to reduce expenses where appropriate to improve efficiency. We went out to bid on most contracted services, upheld a hiring freeze where possible, initiated a spending freeze, and instituted many other measures to reduce costs while maintaining services for our residents. With the help of the town department heads, staff, officials and volunteers, some of the financial accomplishments we attained together this year include:

- Achieved budgetary savings by seeking competitive quotes for health insurance, natural gas, electricity, town counsel, and general insurance resulting in savings of $425,000.
- Reduced staffing levels by seven Full Time Equivalents (FTEs) resulting in savings of $348,000.
- Reduced Technology expenses by $68,000.
- Reduced office supplies and printing expenses by $66,000.
- Negotiated lower tipping fees saving the town $57,000.
- Reduced electricity charges for municipal buildings by $26,000 per year.
- Restricted the use of town vehicles, thus saving both gas and maintenance costs.
- Recreation Enterprise Fund eliminated their need for a town subsidy.
- Technology Department created and marketed a web-based permitting program to other towns generating new revenue.
- Formed a Capital Planning Committee who worked diligently to examine, prioritize and recommend capital expenditures. Also established a Capital Stabilization Fund which will be helpful in paying for emergency capital needs, which has a current balance of $338,078.

At the request of the Board of Selectmen, a presentation was made to fall town meeting proposing a position of Department of Public Works (DPW) Director be created. If approved this director would have been charged with working with town staff, boards and local officials to create a consolidated DPW in our town. This proposal was in response to recommendations

from many town committees and reports, including the Board of Selectmen, Finance Committee, School Committee, Comprehensive Master Plan, Commission for Efficient Town Government, Long Range Fiscal Planning Committee, and DPW Task Force. Most of these groups stated that by creating a DPW, it was expected that delivery of services could be improved, and both operational and capital expenses reduced. The special town meeting did not support the proposal, and there were a series of questions that were asked at the meeting. In response to growing concerns about the economy, and its effect on our overall town budget, the Board of Selectmen directed Selectman Valerie Wormell and Finance Committee member Mark Kost to meet one-on-one with all town officials, boards, committees, staff and residents who might be affected by the creation of a DPW, answer questions and hear concerns, and determine if consensus could be reached, with any potential reductions in expenses in place by annual town meeting.

The town has been actively managing perchlorate contamination of both town and private wells, which was discovered in 2004. Many measures have been and continue to be taken in an attempt to control the spread of the plume, guard against any further contamination of wells and the aquifer, and purify the water already contaminated. The town approved a $2.5 million appropriation that will bring the Stepinski well on line in 2010, install a water main to the Nutting treatment plant, upgrade the Cote well, and construct a new treatment plant capable of treating the additional flow. We were notified recently that we have been awarded 2% financing from the federal government, and we are seeking principal forgiveness for this project at this time, with notification of award in February.

Despite the fiscal challenges we were facing, town meeting generously approved the renovation and expansion of the Town Hall and the Cameron Senior Center. Both projects are well underway, and are being carefully managed by the Permanent Town Building Committee and town staff, and are on or ahead of schedule and under budget.

After many years of discussion and planning by the Affordable Housing Committee and many others, the town awarded a contract to Wescon, Inc for the construction of a Boston Road affordable housing development on town-owned land. This exciting development will contain approximately 20 cottage-style homes which will be built off of Blakes Hill Road.

With the support of the Board of Selectmen, the Fire Department has initiated the process of providing paramedic level services. This will occur over the next several years, but will improve the response time of our ambulance service, and raise the level of medical assistance we provide to our residents.

Norman Khumalo, Assistant Town Manager for the past 8 years, accepted the position of Town Manager for Hopkinton in March. Although we were delighted for Norman's success, his contributions to Westford were countless, and he left very big shoes to fill. We were fortunate to hire Andy Sheehan, formerly Assistant to City Manager in Lowell, who joined us in September.

Transparency, honesty, and communication are key to successful municipal operations, and I remain committed to being open, responsive, always truthful, and actively engaged in sharing as much information as possible. Monthly department head meetings are conducted and recently we have invited other town officials to join us, to help improve communication between the town departments and volunteer town officials. I publish a monthly Town Manager's Newsletter, available on our website, with input from any departments or boards with news to share, to improve communication between the town departments, boards and committees, and the residents.

After 18 months as your Town Manager, I continue to be amazed by the level of volunteerism in Westford. As I have previously stated, Westford residents are very active in the operation of our town. Your input is necessary, and your enthusiasm contagious! Virtually all Westford town employees are very dedicated to our town, and they are among the most talented and effective employees that I have seen. These are just some of the reasons that Westford is such a very special place in which to live, and work. Please be sure you subscribe to our website www.westfordma.gov so you may stay informed of the happenings in town. I personally receive all general website comments, and I enjoy hearing your comments and suggestions.

In closing, I remain dedicated to doing my part to help manage the future growth, finances, staff, and services which affect the community as a whole. I am also extremely committed to providing excellent customer service to all, both in-house and out. I would like to thank all town officials, department heads, town employees, and resident volunteers who serve our town. A special thank you to the members of the Board of Selectmen and the Finance Committee, for all of your efforts, hours of service, and your continued support of me in my role as Town Manager.

I look forward to working with all of you as we begin a new year, one which I believe will be positive, productive, fulfilling, and hopefully prosperous!

AFFORDABLE HOUSING COMMITTEE

Diane Holmes
Chair

Scott Hazelton
Vice-chair

Jim Silva
Bruce Caldwell
Ann Eno
Mary Lynn Galgano
Paul Culley

Chris Pude
staff

The goal of the Affordable Housing Committee is two-fold: to attempt to provide a diversification in housing opportunities in the Town of Westford while trying to meet the State's mandate that 10% of the town's housing stock be affordable to low and moderate income households. Once again, calendar year 2009 was a year of research, analysis, challenge, and subsequently success for the Committee and for the community. Following are the major highlights of 2009.

PROJECTS:

WILLIAMS AVENUE: As mentioned in the 2008 Town Report, the single family dwelling on Williams Avenue in the Nabnasset section of the community had been completed and the future buyer of the property had in fact moved into the home. Unfortunately there were several significant delays in the conveyance process, requiring the future home owner to live in the residence as a tenant for nearly a year. However, all ended on a positive note on October 8, 2009, when Habitat for Humanity of Greater Lowell conveyed the property to the owner.

BOSTON ROAD PARCEL: Once again, as mentioned in the 2008 Town Report, the parcel of vacant land known as the Boston Road property (Assessor's Map 22 Parcel 3.3) had been designated as a potential site for the construction of affordable housing. Various studies, reviews, and analyses of this site had been carried out, resulting in the creation of a conceptual plan which could potentially result in twenty cottage style single family dwellings to be built on the property. At the end of 2008, a Request for Proposals (RFP) was being prepared. Once the RFP was finalized, it was posted in the Central Register, after which a number of builders/developers inquired about the proposal and picked up copies of the RFP. Following the recommended time line, one developer/builder submitted a proposal for the construction of the proposed affordable housing units on the site, said developer being Wescon, Inc., of Westford, MA. A site walk was subsequently scheduled in the spring with representatives of the Board of Selectmen, Affordable Housing Committee, Conservation Trust, the abutting neighborhood, and interested town residents walking the site. There were also various meetings held during which the abutting neighborhood residents were able to express their concerns and ask questions which they might have regarding the proposal.

On May 14, a petition for a Special Town Meeting was submitted to the Town Clerk's office, said petition asking that a conservation restriction be placed on this parcel. The Special Town Meeting was scheduled for Thursday, June 18, 2009. In preparation for this meeting, the Affordable Housing Committee members researched the history of the Town's acquisition of the property, requested and received legal advice pertaining to the property, and finally approached various Town boards and committees seeking support from these various groups. Various members of the Affordable Housing Committee presented the conceptual plan to the Board of Selectmen, the Planning Board, the Conservation Commission, and the Finance Committee, along with the Affordable Housing Trust, all of whom unanimously supported the proposed plan for this property. The Board of Directors of the Westford Conservation Trust also voted to recommend this plan to its membership. Approximately 450 residents attended the Special Town Meeting and were given information about the plans which were being proposed for the site; a complete explanation of the type of development that was to be built on the site was also given, along with information pertaining to the approximate area that the development would encompass. The Affordable Housing Committee also assured Town Meeting that it was expected that approximately five acres of the 17+/- acre parcel would be utilized for the development, and that the remaining acreage would either be conveyed to the

Conservation Commission or have a conservation restriction placed on the remaining property. "At the completion of the presentation made by the petitioners and the AHC, the Selectmen proposed a substitute main motion which would have the Selectmen convey approximately five acres of the total 17.42 acre parcel for affordable housing development, with the remaining acreage to be conveyed to the Conservation Commission to be held for conservation purposes. The substitute motion carried by a three to one vote.

By the end of 2009, the property was undergoing further site planning and review and it is expected that the actual approval process should begin in early 2010. This proposed plan will ultimately be reviewed by the Zoning Board of Appeals, with the Affordable Housing Committee closely following the process.

HAWK RIDGE: The Hawk Ridge development of new single family homes, four of which were sold to income eligible, first-time homebuyers, was completed in the fall of 2009. The important aspect of this project for the Affordable Housing Committee was the fact that a group home was constructed as part of this residential community. The Affordable Housing Committee is proud to report that this home will serve as "home" for five handicapped/challenged individuals. This development added nine (9) affordable homes to the town's inventory.

STONY BROOK II: The first phase of the Stony Brook residential complex, built by the non-profit group Common Ground Development Corp. (CGDC), was completed in 2006 at which time 15 rental residential condominium units were officially opened and became known as the William D. Coakley Residences at Stony Brook. In 2009 CGDC approach the Affordable Housing Committee seeking support for the second phase at Stony Brook. The current plan for this second phase would result in the possible addition of 36 townhouse units at Stony Brook. Representatives of CGDC appeared before the Affordable Housing Committee, provided us with information about this proposed plan, and asked for our input. After considerable discussion, the Affordable Housing Committee unanimously voted to support this proposal and has been attending Zoning Board of Appeals meetings in support of the plan.

REVIEWS:

The Affordable Housing Committee is now in the process of meeting with David Hedison, the Chelmsford Housing Authority Director, to hear his proposal for the development of affordable housing for returning military personnel who are in need of housing. Although still in its early stages, this plan would call for the renovation and possible addition to the building on the corner of Acton and Carlisle Roads (the building originally known as Tara Hall). The Affordable Housing Committee is excited about this potential and is anxiously looking forward to hearing these plans.

The Committee also monitors and regularly attends meetings of the Tax Possession Sale Committee in an effort to acquire additional parcels of land on which affordable housing could be constructed. We are excited about the possibility of perhaps acquiring some of the property under their care and custody as potential future affordable housing sites.

The Affordable Housing Action Plan expired in 2009. In an effort to renew its original action plan which had been finalized and approved in 2004, the Affordable Housing Committee contracted with NMCOG to review our original plan and to assist us in preparing an updated version of our housing plan. It is anticipated that various meetings will be held during this process; all meetings will be open to the public, with certain meetings expressly designed to seek input from town residents.

FINANCING THE PRESERVATION OF AFFORDABLE HOUSING:

As in the past, in conjunction with the Westford Housing Authority and the Affordable Housing Trust, the Affordable Housing Committee has continued in its attempt to preserve and/or regain affordable units at Haystack Estates, Keyes Corner, and the Brookside Mill. The Committee is committed to not only creating additional affordable housing, but to also preserving that which already exists.

AFFORDABLE HOUSING COMMITTEE MEMBERSHIP:

The Affordable Housing Committee is pleased to report the addition of a new member. Paul Cully, a long-time Westford resident, joined our group in the summer of 2009. His extensive knowledge of various parcels of land in the community and his passion and understanding of the need for additional affordable housing is a significant addition to our committee. We welcome Paul to our ranks.

The Affordable Housing Committee meets on the second Wednesday of each month at 7:15 a.m. at the Millennium School. Meetings are posted and any interested residents are welcome to attend our meetings.

Animal Control Department

The Westford Animal Control Department is responsible for enforcing all state and local regulations regarding the control of animals, investigates complaints of animal behavior, prepares findings and takes corrective actions against violators. In addition the Westford Animal Control Department through contractual agreement provides the same services for the town of Tyngsboro.

Michael E. Harrington
Chief Animal Control Officer

Meg Mizzoni
Assistant

Tim Whitcomb
Assistant

Jaime Berry
Assistant

In 2009 Animal Control Officers responded to or provided assistance for:

- 1232 dog related complaints
- 1774 wildlife related complaints
- Investigated 38 cruelty/neglect reports
- Removed 138 deceased animals from public roadways

BOARD OF ASSESSORS

Jean-Paul Plouffe
Principal Assessor

Lisa DeFusco
Administrative Assessor

Titus Palmer
Chairman

Diane Holmes
Kevin Burke

The assessors' office completed its annual interim revaluation for fiscal year 2010 (July 1, 2009-June 30, 2010) based on a valuation date of January 1, 2009. Approximately 1000 parcels were reviewed and/or visited and a thorough sales analysis of sales occurring in calendar year 2007 and 2008 was done. The assessors' office also analyzed all land sales, land residuals, and tear-downs. Market values have remained relatively stable overall. New growth for FY 2010 was $37,927,447. This is a decrease of $50,974,682 from FY 2009 which is approximately 57% less growth. This tremendous decrease is attributed to the overall economy, reductions in building permits, and fewer homes being marketed and listed. There was substantial growth within the condominium class. The condominium growth was derived from 3 projects.

The 3 projects are:

1) Continued construction at Summer Village.
2) Continued construction at Southgate.
3) The beginning of the Hawk Ridge development.

	FY 2009	FY 2010	% change
Total taxable assessments	$3,885,827,988	$3,882,820,412	- .0774%
Tax levy	$54,282,805	$55,939,942	+ 3.053%
Residential tax rate	$13.97	$14.63	+ 4.724%
Average single family residence assessed value	$459,180	$450,693	-1.848%
Average single family tax	$6,414.74	$6,593.64	+ 2.789%

The Board of Selectmen voted to adopt a Small Commercial Exemption again for FY 2010. This in effect shifted the tax burden within the commercial/industrial class. The FY 2010 commercial/industrial tax rate was increased to $14.82.

The Department of Revenue certified the results of this assessment data to be within their statistical requirements and the tax bills went out on time.

Continued growth in the tax levy resulted in an increase in overall taxes for FY 2010. The assessors; office is continuing to update property data to achieve a higher level of accuracy. This is a constant on-going process to ensure that tax assessments are equitable to all taxpayers. The more accurate we can make this data, the more accurately the assessments will reflect current market value.

FY 2009 saw a slight increase in the number of applications for abatements of real and personal property from FY 2008. This was because property values had been adjusted for FY 2009 through the annual interim revaluation. Westford is a very desirable community as reflected in market activity and sale prices.

It has been a very busy year for the assessors' office with updating office procedures due to loss of personnel from budget cuts; completion of the annual interim certification and revaluation; monitoring the various elderly exemptions, other exemptions and the Community Preservation Act; and updating cost tables to reflect current market cost. The reduced staff deserves much credit meeting all the demands and challenges with competence and dedication to the town. The assessor's office recognizes that taxes are increasing as the town continues to

grow and the demand for service increases. We will strive to continue to provide good customer service to the taxpayers and to make every effort to assist taxpayers in understanding their assessments.

Exemptions

In FY 2009 the Board of Assessors granted 198 statutory exemptions for property taxes in the total amount of $188,945.07 (veterans, elderly over 70, blind, Clause 41C). Eleven applicants were granted a tax deferral under Clause 41A. Westford again adopted Chapter 126 of the Acts of 1988, allowing the statutory exemption to be increased to double their stated exemption amount. There were also 267 Community Preservation exemptions granted in the amount of $23,063.91.

Abatements

In FY 2009 there were 135 request for abatements on real and personal property. Of these, 108 abatements were granted, 25 were denied, and 2 were withdrawn. There was 1 appeal filed with the Appellate Tax Board for FY 2009 which was settled. The Commissioner of Revenue continues to be in litigation with several telecommunications companies for FY 2003 through 2009.

Bruce Freeman Rail Trail

"It's Real!!"

Emily Teller
Chris Barrett
Westford Directors,
Friends of the Bruce
Freeman Rail Trail, Inc

The best news for the Bruce Freeman Rail Trail in 2009 was the August 29th Ribbon-Cutting Event! Held inside of Chelmsford's Old Town Hall due to very inclement weather, the overflow crowd enthusiastically celebrated with state officials, legislative guests, volunteers, and members of the trail-using public from many towns. There were speeches, presentation of Federal and Commonwealth Congressional Citations, and a Color Guard by members of Westford Boy Scout Troop 159 to begin the ceremony. The 6.8 miles of rail trail was officially declared "open" when the ribbon was cut at that ceremony, and the BFRT has generated positive reports and been enjoyed by thousands of delighted and appreciative users throughout the late summer and autumn. Our first significant snowfall in December also enabled some cross-country skiing – truly a four-season recreational resource for Westford and surrounding communities!

Second-Best News

On October 29, 2009, MassDOT, formerly the Executive Office of Transportation, awarded $500,000 in Transportation Enhancement funds for the final design of Phase 2A of the Bruce Freeman Rail Trail. There is currently a four-town partnership among Westford, Carlisle, Acton and Concord, confirmed by a signed Inter-Municipal Agreement (IMA). The MassHighway 25% design public hearing was held in late 2008, and that design has been approved for all of Phase 2A, which begins at Rt 225 in Westford, runs south through Carlisle, crosses Rt 27 as well as Rts 2A/119 in Acton and temporarily ends north of the Rt 2 Rotary. Phase 2B is the portion that will go either under or above the rotary (the design is not finalized at this time) and Phase 2C continues from the rotary through West Concord to the Sudbury town line. Three of the four towns in the partnership will be working with Greenman-Pedersen, Inc., the Stoneham design firm contracted independently for the final Phase 2A work that will result in a design that MassHighway will use to advertise the project for construction. This design work will take approximately two years as there are six bridges in Acton and four major road crossings as well.

Significant Westford Support

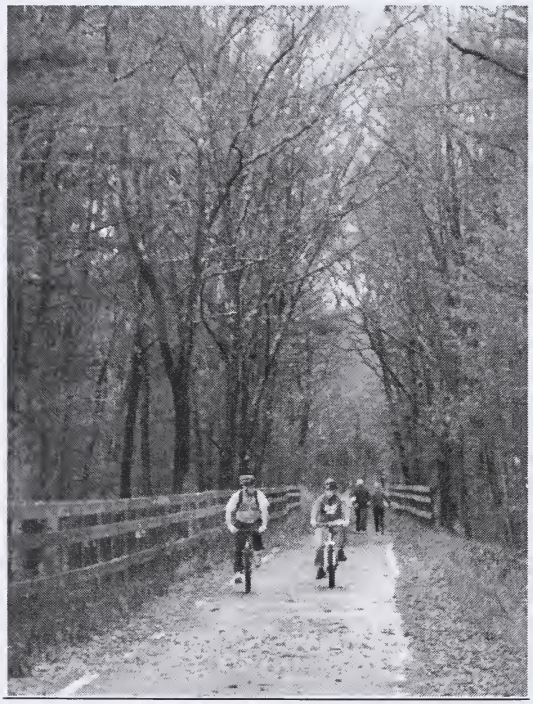
Many people have been instrumental in the Bruce Freeman Rail Trail becoming a reality. Thanks is extended to Westford's Engineering Department, Paul Starratt; the Highway Department, Chip Barrett and many on his staff; the Police Department, especially Safety Officer Mike Croteau; the Board of Selectmen, Kelly Ross, official liaison to the BFRT; Town Clerk Kaari Mai Tari and Town Hall staff; Parks, Recreation, and Cemetery Commission; Planning Board; Conservation Commission; and our state legislators, especially Jim Arciero. The ribbon-cutting ceremony was underwritten by generous local business sponsorship, including several Westford businesses: Chili's Restaurant, Countryside Veterinary Clinic, Reichheld Ting Orthodontics, DeMoulas/Market Basket, Lynch Paint and the Toy Shop of Westford. The Westford Farmers' Market provided their education table one Tuesday for the Friends of the Bruce Freeman Rail Trail to talk with market attendees. The Westford Conservation Trust recognized the Bruce Freeman Rail Trail as a significant asset in Westford by honoring Emily Teller with their 2009 Conservation Trustee Award. Discussion is underway about how oversight of this new recreational resource will evolve as new issues arise and new policies must be formulated.

What's the future of the Bruce Freeman Rail Trail?

During one of the first late summer weekends that the trail was officially open, an informal count logged over one thousand people of all ages using the trail! Custody of the BFRT has not been officially "handed over" to Westford by MassHighway yet, but that will be done in the very near future. Westford will also be responsible for maintenance and policing along the 1.8 miles that are in our town. Quarter-mile markings will be painted on the trail in Westford and Chelmsford. As well as marking distances for trail users, these markings will help responding vehicles in an emergency situation. Basic transportation signage has been installed by S&R Construction who built the project to MassHighway standards; however, kiosks with more information would be a helpful addition. Fletcher Granite Company has generously donated granite benches; permanent installation of these benches is still needed. There is not yet any dedicated parking that would allow direct access to the BFRT in Westford; application for funding through a federal grant was made to construct a low-impact parking area, but the grant was denied, so at present no plans are underway for parking. The closest place to Westford to park is at Hart Pond in South Chelmsford.

Please visit the BFRT website to learn more about Phases 1 and 2A, about other rail trails in New England, and activities planned for trail users and families. If you haven't yet experienced the Bruce Freeman Rail Trail for yourself, Go! On the next sunny day – no matter what the temperature – you will discover a peaceful, car-free walk, ride, stroller-push, or skiing experience that will ensure your return for many more hours and days of enjoyment, pleasure, and increased physical fitness, no matter what your age!

www.brucefreemanrailtrail.org



Bruce Freeman Rail Trail in Westford, November 2009

The southern end of the completed Phase 1 in Westford looking longingly toward yet-to-be-built portions in Carlisle, Acton, Concord, Sudbury and Framingham.

BUILDING DEPARTMENT

Matthew Hakala
Building Commissioner

In 2009 the building department was considerably slower the first quarter of the year (which seemed to be carried over from 2008). The last 9 months of the year have picked up in activity.

The permit totals for the department are: (as of December 14, 2009)

Building -	603
Plumbing -	356
Gas -	388
Electrical -	539
Trench -	124

for a total of 2010 permits issued for the calendar year ending December 14, 2009. The building department took in $493,463 as of December 14, 2009.

Some of the major projects that were started last year are;

- Cameron Senior Center addition and renovation
- Town Hall addition and renovation
- Abbot Mill renovation to apartments
- Boch Honda new construction

The department continues to deal with changes in the building codes and in 2009 saw the trench law adjusted and the stretch energy code introduced into the building code. The new 2009 energy code will become effective January 1st 2010.

The building department continues to strive to improve both the inspection process and permit application process through our permitting system that is on-line. The process had become slightly more cumbersome with our department separated from the rest of the town hall but we have worked to create a system that will process applications that are submitted as efficiently as possible with as little delay as possible. In the near future the permitting and inspections part of the process will be working closely with the IT department to implement a more mobile process for the department.

The Building Department consists of Nancy Lima – Records Supervisor, Dennis Kane Jr. – Electrical Inspector, Arthur Smith, Plumbing /Gas Inspector, and Chester Cook – Assistant Building Inspector / Gas Inspector,

Bylaw Review Committee

Lynn Cohen
Chair

Amber Brown
David Chandler

Kaari Mai Tari
Secretary and ex officio member

After several drafts and many months of review, the committee approved its "General Guidelines for Citizens Proposing Amendments or New Bylaws to the General Bylaws for the Town of Westford," which was posted on the committee's webpage on the Town website.

The committee recommended three formatting changes to the printed version of the Town's general bylaws in order to make them clearer and easier to use. Incorporated into the October 1, 2009 version of the bylaws, these changes:

- Included on the cover the date on which the bylaws became effective, for clarification in the event of violations
- Added an index to the beginning of the bylaws
- Added a Zoning entry in both the table of contents and the index to note that the Town's Zoning Bylaw (Chapter 173) is available in a separate publication

The committee continued to review the general bylaws to ensure their consistency and conformity with any applicable law and the Town Charter. Members looked at bylaws that have not been updated for more than 10 years and contacted several Town departments and committees to ask for help in ensuring that the bylaws are up to date.

Annual Town Meeting

The committee provided assistance and advice in the drafting of several new general bylaws and amendments to the Town's general bylaws that were on the warrant for the May 9th Annual Town Meeting. The committee recommended to both the Selectmen and Town Meeting that Articles 22-28 be adopted, and Town Meeting voted in favor of them all.

Special Town Meeting

Working with the Board of Selectmen, the committee initiated a bylaw amendment on the warrant for the October 19th Special Town Meeting. In Article 10 Town Meeting voted unanimously to amend Chapter 51 Section 51.1.D to change the deadline for acceptance of articles for inclusion on the Annual Town Meeting warrant to reflect the change of date for Annual Town Meetings.

Webpage

A webpage for the committee was established on the Town's website. It contains general information about the committee and links to the guidelines for proposing bylaw amendments and to town meeting timelines. The page can be accessed from the Town Directory page on the Town's website, www.westfordma.gov.

Committee membership

In May, the Selectmen reappointed David Chandler to the committee for a three-year term, July 1, 2009-June 30, 2012.

The committee can be contacted through the Town Clerk's office, 978-692-5515, townclerk@westfordma.gov.

Capital Planning Committee

Mark Kost
Chair - Finance Committee

Valerie Wormell
Board of Selectmen

Arthur Benoit
School Committee

John Cunningham
Conservation Commission & Master Planning Committee

Tom Mahanna
Permanent Town Building Committee

Bill Olsen
Superintendent of Schools

Jodi Ross
Town Manager

Suzanne Marchand
Finance Director

Alternates:
Jim Sullivan
Board of Selectmen

Judith Culver
School Committee

The Capital Planning Committee was formed in December 2008 by the Town Manager, and was quickly thrust into the Fiscal Year (FY) 2010 budget process. This committee's purpose is to provide an objective and consistent forum whereby all of the town's capital requests can be planned, prioritized and recommended. This committee works closely with all town departments to ensure that their capital requirements for the immediate year and longer term are understood and documented, leading to a recommendation to the Town Manager, Board of Selectmen, Finance Committee and ultimately town residents as to how to best spend the resources that the town has for capital expenditures.

In completing its task for FY 2010, the committee heard from each department and prioritized the projects. This resulted in the recommendation to allocate roughly $1.2 million of the budgeted $1.5 million to specific capital projects, and to leave $0.3 million in a "capital stabilization fund" which could be used for emergency purposes. The committee did attempt to compile a five-year look during this process as well, but realized we did not have the proper time to do a sufficient job prior to Annual Town Meeting in May 2009.

As we began work for our first full fiscal budget cycle in the fall of 2009 (that being for the upcoming FY 2011), the committee accomplished the following:

- Clear guidelines to each department on a 5 year projection for budget purposes
- An enhanced capital definition for which all departments should adhere to
- A 5 year look at capital requirements as prioritized by the committee
- Better guidelines as to what information requirements are necessary to evaluate whether a project should be recommended
- Savings of nearly $20,000 on library projects by consolidating requests that covered different fiscal years

As we move forward, the committee will look to further enhance its communication process with town departments, work more closely with other committees and commissions to ensure that their capital needs are fully understood and are undertaken with the proper prioritization, continue to enhance the justification requirements for capital and whenever possible, ensure that a cross-section of needs are evaluated in a consistent manner (for example, vehicle and truck replacements). Additionally, the committee will help the town understand the tax impact of capital expenditures, and consider the relative need, timing and cost of each capital expenditure, including methods of financing, possible federal or state aid or grants, the cost of maintaining the facility or equipment, and the effect each capital expenditure may have on the financial condition of the town.

Cemetery Commission

The Cemetery Commission acts as the policy setting committee for the Town's six cemeteries. The Commission is responsible for the expenditures from various cemetery trust funds, and oversees the operation and care of the town-owned cemeteries. The three member Commission is appointed by the Town Manager and meets quarterly and will schedule additional meetings as needed.

Daniel Provost
Chair

Barbara Blanchard
George "Yogi" Rogers

Website www.westfordma.gov/cemetery

The department maintains five town cemeteries and one burying ground. Fairview, Hillside, Westlawn, and Wright Cemeteries are listed on the National Register of Historic Places (individual property). Old Pioneer Burying Ground is located in Parker Village. Pine Grove Cemetery located in Forge Village opened in 2002. The Cemetery Supervisor operates out of the Pine Grove office and maintenance garage. The Cemetery operation is a division within the Parks, Recreation, and Cemetery Department: Patricia Savage, Director; Jonathan Revis, Parks/Grounds Operations Supervisor; Richard Nawoichik, Cemetery Supervisor; and Danielle Leblanc, Senior Assistant. The division is responsible for the day-to-day maintenance of the cemetery grounds, burials, sale of lots, and burial and grave lot records. The Town Clerk retains permanent records of death certificates and burial permits.

Cemetery projects included the continued clearing of road extension to accommodate overflow parking for funerals. An area was cleared behind the maintenance building for growing of nursery stock. Compost and stock pile areas were cleared in Pine Grove and Fairview and were clearly marked with appropriate signage.

The Commission determined that the Summer House or Gazebo at Fairview Cemetery is in need of major repair or replacement. The structure was originally constructed in 1895 with a major historic restoration of the wooden structure completed in the early 1990's after vandals had destroyed the century old structure. With the help of the Nashoba Tech carpentry and cabinetmaking students as well as locating some of the intricate balusters for patterns the building was restored.

The Commission approached Nashoba Tech this fall about restoration; however, with changes in the curriculum the skill set necessary for such a project is not there; it was suggested to look at a kit that the Nashoba Tech students could construct. The Commission sought cost estimate for wood and determined it was too costly. The Commission reviewed the cost of a kit and sought advice from the Historical Commission on replacing the Summer House with a more sustainable product which closely replicated the original Victorian building. The Historical Commission would want a wooden structure. The Commission will seek funding sources for reconstruction of the Summer House.

Community Preservation Funds were approved to preserve and restore graves in the four historic cemeteries. The project addresses graves from 1775-1923 by installing footings to prevent sinking and breakage as well as straightening and restoration of grave markers. The project identified 50 gravesites in most need of restoration to preserve the historic nature of the markers. The project was completed in the fall.

Danielle LeBlanc, Senior Assistant, continues to work with John Mangiaratti, GIS, and Tom Laflamme, Technology, on the development of web based database of cemetery records. Pine

Grove information has been added to the software for testing purposes and to work out any glitches prior to full conversion of the records. Community Preservation Committee funded restoration project included cemetery record books from the various cemeteries. The records have been cleaned and documented and are currently stored with the Town Clerk's records in an environmentally controlled space. This year there has been greater use of the Town Clerk records for more dated information.

Sale of Lots: Total 30 as follows:

7 Cremation lots allowing 4 burials
4 One grave lots
15 Two grave lots
1 Three grave lot
3 Four grave lot

Burials: Total 41; 31 full burials, 10 cremation burials

Communications Advisory Committee

Dave Levy
Chair
Jim Silva
Tony Vacca

The Communications Advisory Committee (CAC) is the Westford town board that advises and represents the interests of the Westford Board of Selectmen in their role as Franchise Authority for cable television and with regard to other services provided by Westford's cable operators (currently Comcast Corporation and Verizon). The CAC also advises Town residents regarding similar services that may be provided by a variety of broadband companies. Such services include Digital Subscriber Line (DSL) Internet access, and Voice over Internet Protocol (VoIP) local and long distance telephone service. The CAC does not deal with dial-up Internet access or conventional telephone service. Formerly called the Cable Advisory Committee, the CAC's charter was extended by the Selectmen in 2004 to include oversight of the additional broadband services mentioned, and the Committee's name was changed accordingly.

The CAC negotiates and enforces cable TV license provisions with Comcast, which has been the Town's cable operator since January of 2003, and with Verizon – which began operating its FiOS TV service in Westford late in 2009. The CAC also serves as an advocate for individual Westford citizens in all matters involving these cable operators, as well as providers of other information and communication services (e.g., Internet access and IP telephony), which may be subject to a variety of regulatory frameworks. We encourage all interested parties to attend our meetings to air their concerns, to ask questions or just listen. CAC meetings take place on an occasional basis at the J. V. Fletcher Library, usually starting at 7:00 PM. Check postings at Town Hall for specific dates, or contact the CAC to find out about upcoming meetings.

Apart from the issue of perennial price increases, and associated interest in "competition" (see below for more information on this topic), there have been very few concerns voiced by subscribers regarding residential Cable Service in Westford in 2009, the fifth year of the ten-year term of the current Renewal License with Comcast. Very little feedback has been received before the end of the year from new Verizon FiOS TV subscribers.

The most important concerns of the CAC over the past year continued to involve the operations of Westford Community Access Television (Westford CAT), during its fourth year as Westford's Local Access Provider, in accordance with the associated Public, Educational and Government (PEG) Access provisions in the Comcast Renewal License. These provisions are reflected in the Memorandum of Understanding (MOU) now in force between the Board of Selectmen and Westford CAT. Westford CAT is an independent non-profit corporation and is governed by a Board of Directors comprised of members of the Westford community.

Westford CAT currently uses Comcast Channel 10 for rebroadcast of Town Government programming, which is broadcast live on Channel 8 along with local and regional Public Access programming as well as the Bulletin Board. Educational programming from the Westford Public Schools and Nashoba Valley Technical High School is broadcast on Channel 9. Broadcast details over Verizon FiOS are in the process of being worked out, as describe further below. For more information about Westford CAT, including program schedules and details about their operations, visit their website at: http://westfordcat.org.

Throughout 2009, the CAC continued working steadily with Verizon to franchise FiOS TV in Westford, in advance of their associated rollout of FiOS Internet and Phone services (which are not locally regulated). This intensive negotiation effort culminated in a Public Hearing hosted by the Board of Selectmen at their October 27 meeting. After hearing presentations from Verizon representatives, as well as testimony from Westford residents and responses from members of the CAC and Verizon negotiation teams, the Selectmen voted to approve the

draft License presented for their signature. Upon subsequent signature by both parties, the license went into effect – thus allowing FiOS TV service to be offered in Westford. Verizon had assured the Town that they would try to complete their above-ground fiber-optic infrastructure build-out by the end of 2009, although construction in areas served by underground utilities could take much longer (up to 4 years contractually). Verizon has not been providing construction schedule information to share with concerned citizens affected by FiOS construction delays, and has suggested that interested parties sign up online to get notified when service becomes available at their address. Verizon is currently providing FiOS services upon request to those whose streets have been connected to the network. For their part, Comcast is reacting to the new competition by offering potentially attractive promotions to both current and new subscribers in Westford.

Verizon is also obligated to provide support for Local Access (PEG) programming to be made available to FiOS TV subscribers in a similar fashion as is now available from Comcast (i.e., by providing funding and Local Access infrastructure to Westford CAT). The new Meeting Room at Town Hall being built as part of the current restoration effort will be one of the local origination sites for FiOS, and the current drop from Comcast will also be modified to facilitate live Local Access programming at that location. Several other Town Buildings with current Comcast Local Access video origination are also expected to be connected to the FiOS network by the middle of 2010. The initial site surveys have taken place, and construction planning is underway for all of the FiOS local origination locations, including the Westford CAT studio.

The CAC website, now hosted at: http://www.westfordma.gov/cac, provides Westford citizens with information on a variety of cable-related topics, and is slated to be updated and enhanced with new content in the coming year.

In 2009, the CAC consisted of three volunteers appointed by the Board of Selectmen to renewable one-year terms. A quorum of two or more members is required to conduct official business.

The Westford CAC can be contacted by letter mail at Town Hall, or preferably by sending email to: cac@westfordma.gov. CAC Chair Dave Levy also invites telephone inquiries and voicemail at his home phone, 978-692-2290.

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Act (CPA) allows Westford to preserve our community character in the areas of open space, community housing, historical resources, and land for recreational use. Westford residents pay a 3% property tax surcharge to fund such community preservation projects.

FY 2009 Community Preservation Funds: $2,366,118.08

The state offers matching grants from the Community Preservation Trust Fund, whose revenue is generated from designated fees at the Registry of Deeds. Because Westford set the CPA property tax surcharge at 3%, the town is eligible for additional funds from the state that other communities may not be eligible for. Westford received a 72.4% state match of $885,461 on October 15, 2008.

Kathleen Healy
Chair (At-large)

Committee representation
Marilyn Frank
Vice-Chair
Conservation Commission

Scott Hazelton
Housing Authority

Andrea Peraner-Sweet
Planning Board

John Cunniffe
Historic Commission

Ken Hanly
Parks and Recreation Commission

At-large members
Christine MacMillan
Elizabeth Michaud

However, due to the decrease in revenue at the Registry of Deeds and the increase in the number of communities who have adopted the CPA program, Westford received a state match of $485,429 on October 15, 2009. The state match was only 32.8% of matching funds.

In FY 2009, Westford locally raised $1,480,657.08 in Community Preservation funds.

Westford has an annual commitment of approximately $800,000 for its bond payment for the purchase of East Boston Camps.

3% Community Preservation property tax surcharge	$1,250,223.28
Investment income	$228,229.44
Interest on late tax payments	$2,204.36
Local FY 2009 Community Preservation total	$1,480,657.08
State Match (received 10/15/08)	$885,461.00
TOTAL FY 2009 Community Preservation Funds	**$2,366,118.08**

In 2009, the Community Preservation Committee (CPC) recommended projects at the Annual Town Meeting.

May 9, 2009 Annual Town Meeting

On May 9, 2009, the CPC recommended and Town Meeting unanimously approved $110,000 in community preservation projects.

Open Space Funding

- *$190,000 Conservation Trust Fund*

The funds were designated to be used for future land purchase by the Conservation Commission. These funds were appropriated from the Community Preservation Undesignated Fund Balance Account.

Community Housing Funding

- *$35,000 Sargent School Roof Replacement*

For the roof replacement at the Sargent School Housing in Graniteville and any other related costs. These funds were appropriated from the Community Preservation Undesignated Fund Balance Account.

Historic Funding

- *$20,000 Library Greek Revival Windows*

This allocation is for the refurbishment of six (6) Greek revival windows in the third-floor Mary Atwood Hall in the J.V. Fletcher Library. These funds were appropriated from the Community Preservation Undesignated Fund Balance Account.

- *$13,713.14 Town Records Preservation Project*

This allocation will fund the Town Clerk's 2009 Town Records Preservation Project and any other related costs. These funds were appropriated from the Community Preservation Undesignated Fund Balance Account.

- *$14,062 Historic Cemetery Grave Markers*

This allocation is for the restoration and preservation of historic grave markers from four separate cemeteries. These funds were appropriated from the Community Preservation Undesignated Fund Balance Account.

- *$2,325,000 Westford Town Hall*

This allocation is to pay for the costs of renovating and/or constructing an addition to the current Town Hall, including all costs, incidental and related thereto. The portion allocated from the Community Preservation funds are allowed to be used to preserve the historical portion of the town hall, to build an archive to house historic documents, and to bring the building into compliance with the American with Disabilities Act (ADA) code: $840,000 was appropriated from the Community Preservation Undesignated Fund Balance and $460,000 was appropriated from the Community Preservation Historic Reserve. The remaining $1,025,000 was authorized to be borrowed on behalf of the Community Preservation Committee.

Recreation

- *$35.000 Ronan McElligott Memorial Playground*

This allocation is for the barrier-free Ronan McElligot Memorial Playground and any other related costs. The playground is located at Edwards Beach. These funds were appropriated from the Community Preservation Undesignated Fund Balance Account.

Administrative Funds

- *$15,000 Community Preservation Committee Administrative Expenses*

Community Preservation Committee administrative funds are used for expenses such as copying, public hearings, legal opinions and approximately 260 hours of professional staff support per year to assist in coordination and administration of CPC projects. These expenses are appropriated annually, as unused expense funds are returned to the undesignated Community Preservation Fund.

Appreciation

The Community Preservation Committee would like to recognize and thank Liz Adams for her dedication and years of service as a representative of the Committee. The Committee also would like to recognize Town staff, boards, and officials for their valuable input concerning the use of CPA funds and Westford's community needs. Most importantly, the Committee would like to thank the people of Westford for their generous support of our town and community.

Comprehensive Master Plan Committee

The purpose of the Comprehensive Master Plan Committee was to plan, develop, and recommend to the Planning Board a Comprehensive Master Plan for the Town. The committee worked with a team of consultants led by Judi Barrett, Community Opportunities Group, Boston, MA. The Northern Middlesex Council of Governments (NMCOG) was contracted to provide the economic development section of the plan. Committee documents and meeting minutes are available from the committee's web page on the town web site, www.westford-ma.gov, by going to the link for town departments.

Kate Hollister
Chair

Jim Silva
Vice-Chair

Alan Rubin
Clerk

John Cunningham
Peter Ewing
Jim Kottas
Marian McCurley
Gideon Moran
Peter Severance
Tom Spuhler
Catherine Stewart
Ed Thomas
Victor Weisenbloom
Carol Winge
Valerie Wormell

The Committee was only semi-active in 2009, having discharged its primary goal of preparing and presenting a first draft plan to the Planning Board. With sustained Committee input at various public hearings, the Planning Board made revisions to the draft Comprehensive Master Plan and approved the final version in April. The plan was presented to and overwhelmingly accepted at the annual town meeting in May.

With the approval of the plan by the Planning Board and acceptance of the plan by Town Meeting, the duties of the Comprehensive Master Plan Committee were completed. The Planning Board voted to discharge the committee members during its last meeting in December 2009. With that, the Comprehensive Master Plan Committee ceased to exist. The committee officers thank the committee members, town staff, committees and boards, businesses, and residents who participated in the process for their input, insight, and ideas. Your help made the Comprehensive Master Plan a policy document with long-term value as the town grows and develops over the next decade.

Conservation Commission

The Commission generally meets on the second and fourth Wednesday of each month at 7:30 P.M. at the Millennium School. The principal work of the Commission is review, under the State Wetlands Protection Act and local non-zoning wetlands bylaw, of land alteration and construction projects, from home additions to major residential and commercial developments, to assure protection of the vital interests provided by wetlands. A summary of the kinds of review and the number of filings by type for the last ten years are provided on the Statistics Page at the end of this report. In doing this job, the Commission conducted five formal site visits, while Conservation/Resource Planner William Turner conducted numerous site visits pertaining to many ongoing projects as well as new proposals.

Eric Fahle
Chair

Peter Mahler
Vice Chair

Marilyn Frank
Ann Jefferies
John Cunningham
Frank Winters

William Turner
Conservation/ Resource Planner

A significant part of the Commission's time in 2009 was taken with addressing the care and custody of East Boston Camps (EBC). With valuable input from the East Boston Camps Advisory Group, the Commission adopted a facility licensing program, including policies, rules and regulations and a rate sheet. This program has been developed in line with the EBC Master Plan, to attempt to generate revenue to help offset the cost of maintaining the property. The policies and rates and other information may be viewed through the EBC link on the Conservation Commission's website at www.westfordma.gov/conservation. The program was implemented and generated nearly $2,500.00 in revenue. While Conservation Resource/Planner William Turner oversaw the licensing program to begin with, the Conservation Commission and the Parks and Recreation Commission entered a Memorandum of Understanding whereby the Parks, Recreation and Cemetery Department will run the licensing program. The Conservation Commission will continue to have care and custody and general oversight of the operation and maintenance of the property.

The EBC property continues to be the most popular conservation property in town, with numerous users. The Fifth Grade program was held again with over 400 students participating. The Recreation Department again conducted a summer science and nature-oriented day program. The privately organized Friends of East Boston Camps held two public events in the spring and fall to invite and educate the public about the property and help generate support for it. These were very successful with hundreds of people in attendance.

The main challenge of the camps is the physical condition of the property, and much work is needed to keep it in usable condition. Fortunately, many volunteers have stepped forward to donate valuable work. Our thanks to Nashoba Valley Technical High School for their help in re-roofing camp buildings and in providing electrical work, and to the Westford Academy Community Service Project which sent three Academy students to provide valuable work at the camps. Our thanks also to the scouts and citizens who gave their time with various trail and clean-up projects. Thanks to the Parks, Recreation and Cemetery Department, the Highway Department and the School Department for their help in maintaining the property. And always, our thanks to long time Caretaker George Fletcher for his dedication and devotion to this special place.

In the administration of the Wetlands Protection Act and local non-zoning wetlands bylaw, the Commission entered into a mediation process regarding the appeal of its denial of the Cornerstone Square retail project. The Commission had originally denied this over 225,000 square foot development, to be located between Littleton Road and Route 495 to the east of the Regency Hotel, because it was found that there was excessive clearing too close to wetlands.

Through the mediation process a settlement agreement was reached wherein the project was modified to reduce the disturbance near wetlands and the Commission issued an amended Order of Conditions approving the project. The project has since been held up by an appeal of the Planning Board approval by a private party.

Other significant projects reviewed by the Commission in 2009 included the Graniteville Woods Chapter 40B project of 164 units located off North Main St., the Boch Honda dealership located on Littleton Road east of the post office, and the 28-lot residential subdivision "Laughton Farms" located on Lowell Road. The rest of the filings received were generally for single family homes, or additions to existing dwellings.

Construction activities continued generally slowly along with the pace of the economy. Active projects included road improvement projects along Littleton Road, the Southgate: Ch. 40 B project located off South Chelmsford Road and the Cameron Senior Center expansion on Pleasant St. The year also finally saw the completion of a significant portion of the long-planned Bruce Freeman Rail Trail.

Nuisance aquatic vegetation management programs continued successfully in Lake Nabnasset and Long Sought for Pond, with spot applications of herbicides being used to treat remaining areas of invasive species, and a winter drawdown was planned for Lake Nabnasset. A drawdown of Forge Pond will also be attempted this winter.

Unfortunately there was a significant increase in the number of Wetlands Protection Act and local non-zoning wetlands bylaw violations. For the most part these violations were the result of work involving tree or other vegetation cutting or excavation and regrading within 100 feet of wetlands without a permit. There is a common misperception that only projects requiring a building permit that are within 100 feet of wetlands requires a permit from the Commission. However, any kind of new disturbance such as clearing of vegetation or excavating or filling of land within 100 feet of wetlands requires the approval of the Commission. If you are considering such work, please contact the Commission's agent, William Turner, at 978-692-5524, who will be happy to advise you whether the proposed work is near wetlands, and if so, what the permitting requirements will be.

The Commission and State reached a final resolution with Edward Kennedy for work that occurred without permits under the Wetlands Protection Act and Massachusetts Endangered Species Act in constructing the Butter Brook Golf Course. As part of the agreement, Mr. Kennedy will contribute a total of $85,500.00 over ten years to a special fund that will be used in coordination with the Natural Heritage and Endangered Species Program to help protect the blue spotted salamander through conservation, research and habitat protection.

The other principal task of the Commission is administration of nearly 2,000 acres of land held by the town for conservation purposes. In addition to developing special rules for the East Boston Camps property, the Commission also updated the Rules and Regulations for all the town land under its care and custody, which had last been revised in 1979, and these may also be reviewed at the Commission's website.

Work continued throughout the year on an update of the Open Space and Recreation Plan, with valuable input from various Boards who were provided a draft to review.

The Commission's agreement with George Fletcher for farming of the Day Agricultural and Conservation Land located on the corner of Graniteville Road and Cold Spring Road expired and the Commission issued a Request for Proposals for a one year license to farm the parcel organically. The successful bidder was Dragonfly Farms of Pepperell (also a participant in the Westford Farmer's Market), who paid $1,950.00 for the one year license.

The Commission wishes to lease the land for a longer term, up to ten years, but to do so requires both Town Meeting approval and approval of the State Legislature. Accordingly an article to accomplish this was submitted to and passed by Annual Town Meeting. Given State legislature approval of special legislation in this regard, a request for proposals to lease the property will be issued in early 2010.

Anthony and Fenella Levick of Monadnock Berries continued their excellent work in managing the Hill Orchard and Farm Stand. If you would like more information on Hill Orchard or the Levick's own farm operation, located In Troy, NH, visit their website at www.monadnockberries.com.

2009 saw progress towards the acquisition of three significant conservation parcels. First, the Tax Possession Sale Committee asked boards to identify whether any of the numerous tax possession parcels were of interest for municipal purposes. The Commission identified a number of the parcels as important. When asked to prioritize, the Commission selected a 7 acre land-locked parcel near Texas Road. This parcel, composed principally of mature upland forest, is adjacent to and significantly expands the protection of existing conservation land, and has been identified as priority habitat for a state-listed species of concern. An article was approved by Fall Special Town Meeting approving the transfer of care and custody of this parcel from the Tax Possession Sale Committee to the Conservation Commission.

The Commission reached agreement on acquisition of an open space parcel located off Rolling Meadows Lane, which is also adjacent to and helps protect existing town conservation land associated with the Greystone Estates Subdivision. The 10 acre parcel includes an old quarry pond, and is also located within identified priority habitat for a state-listed species of concern.

Most significantly the developer of the "Graniteville Woods" Ch. 40 B parcel offered to donate and the Commission and Selectmen voted to accept a donation of approximately 72 acres located off Cowdry Hill Road. This is a very interesting area of old quarries and ledge outcrops with mature forest interspersed with wetlands and a number of certified vernal pools. This land also is located in identified priority habitat for a state-listed species of concern. The Commission wishes to extend its thanks to Charles Emanouil and Granite Hill Estates, LLC for this generous and important gift.

As always, the town benefits greatly from volunteer efforts in maintaining and improving its conservation properties. In particular Eagle Scout candidates always provide great service. Our thanks to Chris Bert, Evan DeTolla, Mike Johnson, Ben Eck and Adam Holub for their contributions. The Commission and the Westford Conservation Trust have organized the Westford Land and Trail Stewards to monitor conservation lands and maintain trails. Fifty stewards provide continuing service town wide and we salute their efforts. If you are interested, contact any of the three members of the Stewards Steering Committee: Kate Hollister (692-6802), Frank Winters (692-4555) or Bill Harman (692-3907). More information on this program is available at the Commission's website. The Commission would also like to reiterate its deep appreciation for the efforts of the East Boston Camps Advisory Group for their very valuable assistance in developing a licensing program brochure and marketing plan for the Camps and also to the Friends of East Boston Camps for their outstanding efforts in promoting and supporting the facility.

The Commission saw membership changes. Michael Taevs resigned in light of his move to Cambridge to follow his educational goals. Our thanks to Michael for the energy and enthusiasm he brought to the Commission and our best wishes to him in his future endeavors. John Cunningham of Butternut Rd. was appointed by the Selectmen to fill the resulting vacancy. Near the end of the year Robert Shaw announced his resignation, as he will shortly be moving to Groton

.

If you are interested in more information about the Conservation Commission, Westford's conservation lands, wetlands and other natural resources, please visit the Commission's website, which can be accessed at www.westfordma.gov/conservation .

Respectfully submitted, Westford Conservation Commission:

CONSERVATION COMMISSION STATISTICS PAGE*

Summary, Filings Received, 2000 – 2009

Year	Request for Determination	ANRAD	Notices of Intent	Emergency Certificates	Violations/Enforcement Orders
2000	15	3	84	13	9
2001	21	0	57	23	9
2002	18	0	58	26	6
2003	9	3	41	14	6
2004	12	6	50	16	5
2005	12	5	34	16	3
2006	18	6	28	16	2
2007	17	4	24	7	7
2008	12	5	29	10	5
2009	12	0	29	13	12

*The work by the Commission involves several types of review: (1) "Request for Determination" in which the Commission is asked to approve relatively minor work within 100 feet of wetlands; (2) Abbreviated Notice of Resource Area Delineation (ANRAD) in which the Commission is asked to approve a surveyed plan showing wetland boundaries.

(NOTE: The ANRAD process was adopted in 2000. Prior to that the Request for Determination filing was used for confirmation of wetlands boundaries) (3) "Notice of Intent" meaning that an applicant has notified the town of an intention to build a structure or any type of work in a wetland or the land around a wetland. (4) Emergency Certificate, when rebuilding a septic system or some other emergency work necessitates alteration of a wetland or nearby land on short notice. The Commission issues Enforcement Orders in relation to violations of the State Act or local bylaw when work commences within a jurisdictional area without a proper permit from the Commission, or work is conducted in violation of the conditional requirements of a permit issued by the Commission.

Council on Aging

The Westford Council On Aging (COA) web address is: www.westfordma.gov/coa The COA meets on the second Wednesday of the month at 4 P.M. at the Senior Center.

Helena Crocker
Chair

Nancy Cook
Dorothy Hall
Cecilia Healy
Patricia Holmes
George Rogers
Robert Tierney

Some of our major undertakings this year are highlighted below:

- Passage of debt exclusion at Annual Town Meeting for renovation and expansion of the Cameron Senior Center.
- Relocation of the Senior Center to temporary space on June 15th for construction work to begin. Continued to work with the Permanent Town Building Committee in regard to meeting the physical, social and economic well-being of older adults
- Reduction in staff and contract hours at the Council on Aging
- Collaboration with many Town departments, businesses, service organizations and individuals to provide additional services to senior citizens.
- Popular new offerings including: book discussion group, mah-jong, spaghetti supper, local fuel assistance initiative, "shifting gears, safe driving for seniors", and leaf removal.
- COA Awarded Formula Grant funding in the areas of office support, nutrition, volunteerism and maintenance. The Friends of the Cameron Senior Center, Inc. received a donation from the family of the late William Millett to provide for the men's breakfast, kitchen and fitness equipment, and outdoor furniture. Grant funding was received on behalf of the Westford Community Food Pantry from Project Bread and the Emergency Food Bank, and individual donors.

Senior Social Services

Senior Social Services focus on providing outreach, consultation, assessment, crisis intervention and referrals for services for our senior population. In addition, guidance and referrals are extended to families in town and to those who are outside of the area who may need assistance for family members who are Westford residents. The Social Worker works full-time and the Elder Outreach Coordinator is available 20 hrs/week to follow the COA mission statement for the 3300+ Westford seniors. The goal of the outreach service is to offer a well-rounded team approach to COA Services.

YEARS	2005	2006	2007	2008	2009
HOME VISITS	700	600	650	737	674
OFFICE VISITS	200	220	300	630	747
TELEPHONE CALLS	3500	3,100	3,500	4319	3985

- The trend continues to rise in office visits by seniors and their family members who seek guidance, counsel, and general support. (See table above). This continued in spite of the move to temporary quarters and affirms the need for private office space for family meetings in the renovated senior center.

- The numbers of home visits and phone calls are consistent with those of last year considering the interim displacement of staff and brief periods of limited phone service during our transition.

Transportation
Van service provides transportation for the elderly and disabled of Westford to keep medical, nutritional, social, shopping and other appointments. This service operates within Westford and surrounding towns.

Vans are owned by the Lowell Regional Transit Authority (LRTA) and the Town of Westford and administered by the COA. Three vans, used for medical/shopping, Adult Supportive Day Care, and Senior Center activities, covered a combined 66,549 miles. Two-hundred-eight (208) individual (unduplicated) seniors and disabled people availed themselves of this service. Table I (below) shows the use by unduplicated riders and mileages for the last six years. Van operations have increased from one van in the year 1998, two vans in 2001, and three vans in 2005 that was necessitated by the yearly increase in riders.

YEARS	2004	2005	2006	2007	2008	2009
UNDUPLICATED	197	262	162	236	207	208
MILES	43,169	67,757	64,450	67,123	65,528	66,549

In 2009:

- Van 1 provided service for 974 medical and 1015 shopping trips.
- Van 2, assigned to service the ASDC, provided transportation for 1214 trips.
- Van 3 provided service to and from the Senior Center for social, nutritional, recreational and educational functions. This van made 1272 trips for congregate lunch and other COA activities.

Because of renovation activities at the Cameron Senior Center, senior center activities were temporarily relocated to the United Methodist Church. Consequently, vans were parked at the Rogers Fire Station without any disruption of service to seniors.

Tax Relief

A volunteer administers the Senior Tax Work Off Program for the Board of Selectmen. Money ($20,000) for this program comes from the tax dollar and is appropriated in the COA budget, subject to approval at the Annual Town Meeting. Requests are growing as property taxes escalate. The program is open to all homeowners 60 years of age and older. The senior must occupy the house for which they are requesting the tax abatement. The twenty-five seniors funded must agree to work 100 hours in a compatible arrangement with the town department head to which they are assigned. Recipients are encouraged to continue on as a volunteer after completing their hours of service. The program begins on July 1 with all work completed by March 31 in order to apply the $800 rebate to their last quarterly tax bill.

A dedicated volunteer offers tax counseling at Cameron to Westford elders. The program is in collaboration with AARP. Our volunteer tax aide completed over 100 income tax forms in 2009.

Westford Community Food Pantry

The Senior Center houses the Food Pantry which is available to all Westford residents. The pantry received a needed makeover this year as a Girl Scout Gold Award Project. The pantry relies on volunteers for all services, including delivery of groceries to the homebound. Approximately 500 people per month are served.

Staff

Joanne Sheehan, Director of Elder Services
Judith Ramirez, L.I.C.S.W./Social Worker
Annette Cerullo, Elder Outreach Coordinator
Claire France, Records Supervisor
Marjorie Hunter, Registrar
Jean Mahoney, Registrar
Eugene Jungbluth, Lead Van Admin
Laura Mathis, Lead Van Dispatch
Mary Sudak, Evening Supervisor

Ginger Burke, Driver
Jeanne Cronis, Driver
Tim Donovan, Driver
John Duffett, Driver
Bill Ewers, Driver
Bob France, Driver
Ed Greenwood, Driver
Tina Lamy, Driver
Al MacGilvray, Driver

Christopher Mitchell, Maintenance
Joan Greenwood, Receptionist
Edna MacNeil, Receptionist
Angela Gagne, Volunteer Coordinator

Laura Mathis, Driver
Fred Palmer, Driver
Richard Bennet, Nutrition
Betsy Bulger, Maintenance

CULTURAL COUNCIL

The Westford Cultural Council received a total of $4,000 from the Massachusetts Cultural Council to distribute to organizations and individuals who applied for grants to support cultural activities that benefit Westford residents. Added to that was $2,000 in unencumbered funds and council-raised monies for a total of $6,000 to be awarded. In awarding grants, the council seeks to serve a broad spectrum of Westford's population. The online survey completed by 85 residents was very helpful in allocating these funds. The council received 24 applications and awarded grants to the following 18 applicants:

Aurora Winters
Chair

Alice Phalen
Treasurer

Barbara Bergin
Mary Lyman
Steve Pixley
Christine Robinson
Norman Bristol
Celeste Falcone

- Indian Hill Music: $350 for a performance at Westford Council on Aging St. Patrick's Day Luncheon.

- Cameron Senior Center: $350 for a performance of And Now Mark Twain! On September 30, 2010.

- The Discovery Museum of Acton: $100 in support of SMART (Science-Math-Art) Gals Family night on June 18, 2010. For more information, go to: www.discoverymuseums.org

- Lowell Philharmonic: $100 to support the Youth Concerto Competition and Pops Concert on May 7, 2010 at the Pawtucket Congregational Church in Lowell. Several Westford residents participate in this event.

- Heidi Tierney (in partnership with Westford Elementary PTO): $450 in support of Odaiko New England: Japanese Taiko Drumming on February 28, 2010 at the Blanchard Middle School.

- Merrimack Repertory Theatre: $350 to support special matinee performances of plays that support state-mandated curriculum. Students will attend free of charge and receive educational materials. Teachers will be provided teaching guides and student study guides.

- Westford Chorus: $600 toward the Spring Concert to be held May 1, 2010 at the United Methodist Church in Westford.

- The Marble Collection: $100 for the distribution to Westford Academy of this biannual humanities magazine for MA high school students.

- Westford Academy Theater Arts: $350 toward participation in the Massachusetts HS Drama Festival.

- Illumination Opera: $595 in support of the performance of Opera Scenes at the Westford PCA on February 6, 2010.

- Robert Creeley Foundation: $50 in support of the 10th Annual Creeley Poetry Award to Gary Snyder. Mr. Snyder will receive the award and hold a public reading at the Acton-Boxborough Regional High School on March 16th, 2010. For more information, go to: www.RobertCreeleyFoundation.org

- Art on Main: $655 toward start-up costs for this new cooperative gallery at 40 Main Street in Westford. The gallery features the painting, pottery, photography, fused-glass art and jewelry of 9 local and area artists. www.artonmainwestford.com

- Nashoba Valley Concert Band: $250 toward conductor fees for performances in Westford and surrounding communities during 2010. For more information, go to: www.nashobavalleyconcertband.org

- Westford Farmers' Market: $500 to provide professional musicians to perform during peak times at this popular Westford center venue held Tuesdays during the summer and fall months.

- Yankee Notions: $300 for a concert of New England folk music at the Westford Museum on March 12, 2010.

- Contemporary Arts International: $300 toward grand opening events for this permanent multidisciplinary art complex located at 68 Quarry Road in Acton. The opening events will take place over 3 days, April 9 – April 11 2010. For more information, go to the website: www.contemporaryartsinternational.org

- Rumphius Creativity Unhinged: $350 toward An Old Fashioned Noel, produced in partnership with the Westford Farmers' Market at the PCA on December 18 & 19, 2009. Look for other activities throughout the year, or go to: www.creativityunhinged.com

- J.V. Fletcher Library: $250 toward a Haiku Poetry and Illustrated Card workshop as part of the Young Adult Summer Reading Program, serving children in grades 6-12. This workshop will take place on July 21, 2010

Now that the grant cycle is completed, the council will turn its attention to planning a council-sponsored cultural event during 2010, based on information gathered from the online survey.

East Boston Camps Advisory Group

Paul Cully
Chair

Beth Petersen
Vice Chair

To assist it in formulating policies for long term use of the camps, and as recommended by the East Boston Camps Master Plan, the Conservation Commission formed an advisory group, called the East Boston Camps Advisory Group, whose roles and responsibilities include: reviewing past usage of facilities and developing new policies/guidelines for its use; researching potential revenue generating programs that will offset maintenance expenses including grant applications and volunteer assistance; making recommendations to the Conservation Commission including implementation steps; and advising the Conservation Commission on other land issues. The group is comprised of Peter Mahler for the Conservation Commission, Marilyn Frank for the Community Preservation Committee, Doug Deschenes for the Westford Land Preservation Foundation, Leslie Thomas for the Water Commission, Jim Sullivan for the Selectmen, and Jim Gozzo, Paul Cully, Bob Boonstra and Beth Petersen as at-large citizen members. Different members of the Recreation Commission will alternate in their participation. The Committee meets once a month on an off Wednesday to the Conservation Commission.

The group researched and reviewed policies and procedures for similar properties and subsequently drafted and delivered to the Conservation Commission the following policy documents: EBC Rules and Regulations, EBC Rental Fees, EBC Rental Policies, EBC Objectives and Policies, EBC License and Permit Agreement, and an EBC Marketing Plan. A Group member developed a full color tri-fold brochure to help market the camp facilities. A website for the East Boston Camps was created. The Group visited the property and conducted a building survey. The Group met with representatives from The Friends of East Boston Camps and Friends of Recreation organizations and discussed fund raising schemes and common goals. The Group met with the Town's insurance broker and discussed the issue of liability insurance for groups that would like to license or lease the facilities. The Group reviewed many proposed and actual projects for the property and made recommendations on them, including re-instituting fees for campers in the Fifth Grade Camp program.

The Group interviewed two summer camp operators who expressed an interest in running a camp operation on the property and recommended to the Conservation Commission that they develop and issue an RFP for a day camp operation on the EBC property for 2010. To further this effort, Group representatives met with Town officials from the Health Department, Water Department, Building Inspector, and Fire Department and developed documentation listing all the repairs and renovations that would be required to be completed before the necessary permits could be issued for such a program. The Group forwarded this to the Conservation Commission for use in preparing an RFP. The Group has kept communications going with two potential bidders to a potential RFP.

Emergency Management Agency

Tim Whitcomb,
Co-Director

Joe Targ,
Co-Director

Westford Emergency Management is responsible for coordinating federal, state, local, voluntary and private resources during emergencies and disasters in the Town of Westford. Emergency Management develops plans for effective response to all hazards, disasters or threats; provides information to the citizenry; and assists individuals, families, businesses and communities to mitigate against, prepare for, respond to and recover from emergencies, both natural and manmade.

As we started 2009 we were still dealing with the ice storm of December 2008. To our dismay we found out that Middlesex County did not meet the threshold for damages and was not included in the federal declaration. We explained the situation to the Town Manager and Jodi started an initiative for the Middlesex County Towns with damage to band together and petition the State and federal politicians to have us included in this declaration. We worked with our departments to get an accurate preliminary data assessment as did other Towns.

Westford hosted a meeting with these towns' representatives from local, state, and federal governments. Through this meeting we were added to the declaration. We thank Jodi for her hard work and all the state and federal representatives for attending and helping in this endeavor: a special thanks to outgoing representative Geoff Hall, incoming Representative Jim Arciero and Senator Steve Panagiotakos for their help.

Our department met with FEMA and MEMA to start the reimbursement process, attending briefings with Chip Barrett whose department had the bulk of expenses. Post storm, Chip had to develop a debris management plan. We worked with him to get it approved. He then sent it out to bid, hired a contractor and, once approved, started the process and documentation of debris pickup in record time. We then submitted with Chip his documentation for payment approval. We thank Chip and his department for all their hard work.

For Emergency Management the ice storm of December 2008 did not close out until August 2009. The Town's total reimbursement was $528,376.11 from the federal and $78,255 from the state.

In June we applied and received a grant from the state for $2,500. It was an Emergency Management Planning Grant. The grant could be used to update the Town's Comprehensive Emergency Management Plan (CEMP) which is something we do every year.

Through the year we have had regular meetings with the Board of Health, Fire and Police Departments getting updated and planning regarding the H1N1 Virus and having our regional and Local Emergency Planning Committee meetings, working on the Town's National Incident Management System reporting, Continuity of Operation/Continuity of Government Planning and Comprehensive Emergency Management plan updating.

We continue to see the dedication of Police Amateur Radio Team to our community. They are there when we need them and they continue to better themselves by the exercises and training they participate in.

Thanks to all the departments for their help through the year, especially Fire, Police, Highway and the Board of Health.

Energy Committee

Energy is on everyone's mind. Whether concerns are based on environmental, economic or governmental change, it remains that Massachusetts town governments need to consider energy use as an integral part of their municipal responsibilities. In 2009, the town of Westford budgeted $2.5 million for electricity, natural gas and heating oil. This significant part of the budget is subject to price fluctuations which could result in a greater impact on municipal services.

In early 2009, the Board of Selectman appointed the Westford Energy Committee with the charter "To advise and assist the town by researching, identifying, designing, recommending and implementing programs and equipment to encourage and achieve energy efficiency and conservation."

Steve Esposito
Chair
Kevin Slein
Vice Chair
Tom Rose
Secretary
Steve Dardinski
Hale Powell
Jeff Geller
Irene Yurovska
Larry Order
Richie Crocker
Ex Officio

The nine member volunteer committee is organized around five areas of concentration:

- Renewable energy generation
- Energy efficiency
- New building/renovation Improvements
- Operations
- Communications

The committee thanks ex-members Diane Weir and Kimberly Macey for their efforts. The committee also thanks Board of Selectman liaison Valerie Wormell for the guidance, support and encouragement she provided.

The committee meets on the first and third Monday of each month, at 7pm in the police training room. The committee can be reached via email at: energy@westfordma.gov.

Renewable Energy Generation
Work is underway on two solar photovoltaic array projects. Working with the Massachusetts Department of Environmental Resources (DOER), the Massachusetts Technology Collaborative (MTC) and the Westford School Department, significant progress has been made on both projects.

The first step, site assessment, was completed in August. A consultant from the Cadmus Group surveyed three schools determining that two of them (Westford Academy and Stony Brook Middle School) were well suited for solar photovoltaic arrays. Although the program was closed, the committee convinced the MTC to pay for the site assessment (a $1,200 value), resulting in no cost to the town.

The next step, securing funding, is well underway. The committee has submitted applications for two grants totaling $178,000. The grants are a combination of Clean Energy Choice funds provided by the state, and federal stimulus money. The funds, if awarded, can pay for a reasonably sized solar system for the Stony Brook School. The committee performed an economic analysis, and determined the benefit to the town to be approximately $8,000 annually for the 25 year life of the system – at no cost to the town.

At the same time, a Power Purchase Agreement (PPA) arrangement for a solar system on Westford Academy was investigated. This is an arrangement where an outside vendor constructs, operates and maintains the solar system, and the town purchases the electricity produced at a greatly reduced rate. The economics of PPA's allow for very large systems – for which Westford Academy is well

suited. As this results in a benefit to the town, at no cost to the town, this second project is also being pursued.

The third step is preparing a Request for Proposal (RFP) for each project. Working with Town Counsel, the Westford School Department, and the DOER, the committee prepared two RFP's. The Stony Brook project RFP has been published, and the process of acquiring and assessing bids is underway. The Westford Academy project RFP will be published when state incentive programs are determined allowing prospective vendors to provide more favorable terms for the town. This is expected to take place in early 2010.

Energy Efficiency

By researching energy audits performed in prior years, the committee has brought together a list of 170 potential projects that could be enacted by the School Department. The committee is actively working with National Grid representatives so that projects may be formulated to take advantage of funds and incentive programs offered by National Grid.

In 2009, the committee advised the School Department on efficiency projects that are expected to save the town more than $20,000 annually.

New Building/Renovation Improvements

The committee researched programs offered by National Grid where designed-in efficiency improvements could be applied. The committee was instrumental in getting National Grid and the architects of town renovations to meet and explore the possibilities.

Operations

The economic conditions of 2009 caused an unusual event: electricity prices dipped. Working with Bay State Consultants, the committee advised the Board of Selectmen to undertake a contract re-bid process. This was accomplished in October, allowing the town to save approximately $26,000 annually.

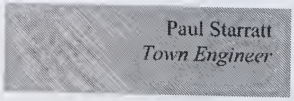
Communications

With so many ideas and opportunities available, the committee has worked on building relationships with surrounding towns, state agencies and private companies in addition to working with town departments and committees.

Conclusion

2009 was a formative year for the Energy Committee. While much has been done, bringing real savings to the town at no cost, there are still many opportunities to be explored. The committee looks forward to a very productive 2010.

ENGINEERING DEPARTMENT



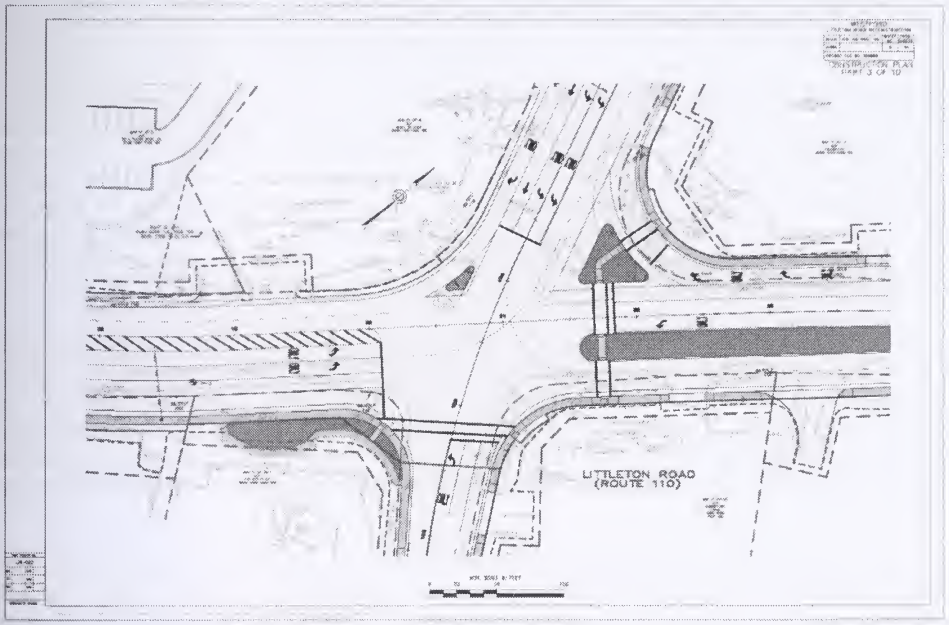
2009 provided the Engineering Department with the opportunity to work on several critical projects moving through the stages of design, development and construction. This department has responsible charge for public projects that must meet local, state and federal requirements for procurement, environmental impact, transportation, safety and accessibility. Engineering responsibilities for these projects include design, estimates, construction management and inspectional services. Private projects are also reviewed for compliance with Town ordinances in stormwater, traffic and subdivision rules and regulations. In 2009, Engineering was involved with the following public projects:

- Construction inspection for site work at the Cameron Senior Center.
- Engineering site plan review of the Town Hall Renovation Project.
- Contract and construction management for both the Groton Road Watermain Project and the Pond Road Betterment Project.
- Consultation with the School Department on the Day School drainage improvements that resulted in the construction of a rain garden adjacent to the Reed Brook.
- Preparation of as-built plans of new and existing underground utilities at East Boston Camps.
- Coordination and planning for the Bruce Freeman Rail Trail with the Mass Highway Department and the Friends of the Bruce Freeman Rail Trail.
- Oversight of the Tadmuck intersection improvements through the final design stage.
- Oversight of the Route 110, Littleton Road and Boston Road (Minot's Corner) intersection improvements through the 25% design stage.
- Preparation of applications for American Recovery and Reinvestment Act project funding.
- Oversight of the Landfill Gas Monitoring program.
- Consultation with the Westford Housing Authority on the Boston Road Affordable Housing Project.

The Engineering Department works closely with the Highway Department, Planning Department, Conservation Commission and Parks Department to support the maintenance and operations of the Town's infrastructure. Engineering services include reviewing plans and specifications for compliance with design standards, and the construction inspection of subdivision infrastructure for compliance with approved plans. Key responsibilities are as follows:

- Coordinate with other government agencies and utility companies when projects are in the public right-of-way.
- Attend development review meetings and public hearings in coordination with the Planning Department, to review applications for compliance with town standards and standard engineering practices.
- Conduct inspections of work within the public right-of-way and on developing parcels throughout the construction process.
- Provide assistance to the public regarding right-of-way issues.
- Process road-opening permits and calculate road-opening bonds.
- Administer and coordinate engineering consultant contracts.
- Design and administer projects for the annual Capital Improvement Program, including roadway, curb, gutter, and sidewalk improvement analysis.
- Perform minor traffic engineering analysis.
- Respond to neighborhood concerns and requests.
- Provide oversight in the preparation of the 2009 Pavement Management Report.

Additionally, the Engineering Department has a lead role in the management of the U.S. Environmental Protection Agency's Phase II Stormwater program that requires the Town to meet permit thresholds in order to discharge stormwater runoff into our natural resources. In order to protect and preserve the natural resources in Westford, this department worked with the School Department and the SuAsCo Community Watershed Council in a week-long course to teach stormwater responsibility to all fifth grade students through the Living Labs program. Students are introduced to the concept of stormwater, including an outdoor demonstration of a catch basin and rain garden as well as an indoor lab that teaches map reading and watershed principals.



Proposed Improvements at Minot's Corner

Finance Committee

The Finance Committee is an independent town board whose members are appointed by the Town Moderator for overlapping three-year terms. The Committee is charged with advising Town Meeting on all matters with a financial impact on the town.

In order to make informed recommendations, Committee members regularly consult other committees and town officials. Members of the Committee regularly attend School Committee and Board of Selectmen meetings, among others, in order to keep abreast of matters with fiscal impact. The Finance Committee chair also participates in a monthly meeting with the Selectmen and School Committee chairs.

Ingrid Nilsson
Chair
Michael Princi
Vice-chair
Rose O'Donnell
Clerk

Ellen Doucette
Jeanne Drula
Al Hegert
Mark Kost
Dennis Wrona

An extensive review process and much deliberation preceded the Committee's FY10 budget recommendations. During this period, the Committee met with the Town Manager, Finance Director, department heads, Board of Selectmen and School Committee to discuss the proposed budgets and to gather information necessary to provide the budget recommendation to Annual Town Meeting. The Committee publishes and mails its recommendations and background information on the budget to all Westford residents before Annual Town Meeting.

In May 2009, Annual Town Meeting passed an $87,774,553 operating budget for FY10, a decrease of about $209,131 (-0.2%) over the prior year. All departments made cuts in their operating expenses. $2,053,913 Free Cash was used to balance the FY10 budget. In the fall, Free Cash was certified at $4,489,534. The Free Cash balance remaining of $2,435,677 added to our projected Stabilization Fund balance as of June 30, 2010 of $3,152,884 is $1,425,531 above the minimum recommended level. The net effect of these budget elements yielded a tax impact increase of 2.10%.

2009 continued to see economic challenges. We saw a 4% cut in state aid, the first decrease since 2004. Other local revenue also saw significant decreases. Collective bargaining obligations and government mandates continue to pressure our expenses. Health insurance and pension liabilities continue to grow across all departments. We faced some extraordinary budget pressures this year, including clean-up costs associated with the massive December 2008 ice storm and on-going perchlorate remediation. Westford did receive some federal and state emergency management funds for ice storm clean-up, as well as American Reinvestment and Recovery Act (ARRA) stimulus funds for road projects on Rt. 110 and addressing shortfalls in our education foundation budget. As approved at our July 2009 Special Town Meeting, we have applied for both regular and stimulus state revolving funds (SRF) for our perchlorate situation.

In August 2009, the Committee conducted its annual reorganization and re-elected Ingrid Nilsson, chair; Michael Princi, vice-chair; and Rose O'Donnell, clerk. The Committee saw the departures of valued members, Ali Corvino and Tom Price. New members Dennis Wrona and Ellen Doucette joined the Committee and immediately provided new insight and perspectives. The Committee meets Thursdays at 7:00 pm, weekly during budget reviews and once or twice a month otherwise. Finance Director Suzanne Marchand and Finance and Budget Analyst Dan O'Donnell provide invaluable financial updates and assistance to the Committee.

FINANCE DEPARTMENT

Suzanne C. Marchand
Finance Director/Treasurer

Alice M. Ferro
Town Accountant

The Financial Statements for the Fiscal Year ended June 30, 2009 are herewith submitted.

The data represents a fair and accurate presentation in all material aspects of the Town's financial position and results of its operations.

The report is based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue.

An audit of the Town's financial records by Melanson Health and Company, PC , Certified Public Accountants has been completed and the results of that audit are available in my office for public inspection.

STATEMENT OF NET ASSETS

JUNE 30, 2009

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Current:			
Cash and short-term investments	$ 11,087,728	$ 2,260,465	$ 13,348,193
Restricted cash	874,253	-	874,253
Restricted investments	17,531,884	-	17,531,884
Investments	11,902,761	-	11,902,761
Receivables, net of allowance for uncollectibles:			
Property taxes	513,365	-	513,365
Excises	116,045	-	116,045
Departmental and other	9,994	-	9,994
Intergovernmental	-	629,342	629,342
User fees	-	877,079	877,079
Other assets	50,833	-	50,833
Noncurrent:			
Receivables, net of allowance for uncollectibles:			
Property taxes	332,959	-	332,959
Other assets	529,167	-	529,167
Capital assets			
Land and construction in progress	32,352,661	2,479,760	34,832,421
Other capital assets, net of accumulated depreciation	207,391,534	40,093,846	247,485,380
TOTAL ASSETS	282,693,184	46,340,492	329,033,676
LIABILITIES			
Current:			
Warrants payable	1,574,337	126,358	1,700,695
Accrued liabilities	439,987	62,733	502,720
Notes payable	-	629,342	629,342
Tax refunds payable	1,295,500	-	1,295,500
Other current liabilities	957,551	46,087	1,003,638
Current portion of long-term liabilities:			
Bonds payable	7,664,060	706,164	8,370,224
Compensated absences	62,201	9,444	71,645
Bond premium	41,106	-	41,106
Noncurrent:			
Bonds payable, net of current portion	62,700,505	11,092,229	73,792,734
Compensated absences, net of current portion	1,181,817	179,446	1,361,263
Accrued other post employment benefits	4,715,865	192,513	4,908,378
Bond premium, net of current portion	230,470	-	230,470
TOTAL LIABILITIES	80,863,399	13,044,316	93,907,715
NET ASSETS			
Invested in capital assets, net of related debt	170,232,579	31,242,953	201,475,532
Restricted for:			
State and federal grants	2,508,100	-	2,508,100
Permanent funds:			
Nonexpendable	448,013	-	448,013
Expendable	216,029	-	216,029
Unrestricted	28,425,064	2,053,223	30,478,287
TOTAL NET ASSETS	$ 201,829,785	$ 33,296,176	$ 235,125,961

See notes to financial statements.

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2009

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Assets: Governmental Activities	Net (Expenses) Revenues and Changes in Net Assets: Business-Type Activities	Total
Governmental Activities:							
General government	$ 5,027,443	$ 561,599	$ 902,707	$ -	$ (3,563,137)	$ -	$ (3,563,137)
Public safety	7,622,313	382,065	453,500	-	(6,786,748)	-	(6,786,748)
Education	62,298,886	4,844,371	24,650,390	-	(32,804,125)	-	(32,804,125)
Public works	7,814,629	13,149	189,546	490,581	(7,121,353)	-	(7,121,353)
Health and human services	1,496,705	193,956	625,447	-	(677,302)	-	(677,302)
Culture and recreation	1,825,541	225,919	92,323	-	(1,507,299)	-	(1,507,299)
Employee benefits	9,271,871	-	-	-	(9,271,871)	-	(9,271,871)
Interest	3,245,066	-	-	-	(3,245,066)	-	(3,245,066)
Intergovernmental	403,174	-	-	-	(403,174)	-	(403,174)
Miscellaneous	-	-	-	-	-	-	-
Total Governmental Activities	99,005,628	6,221,059	26,913,913	490,581	(65,380,075)	-	(65,380,075)
Business-Type Activities:							
Water services	3,727,361	2,993,816	-	-	-	(733,545)	(733,545)
Ambulance	892,184	542,685	-	-	-	(349,499)	(349,499)
Recreation	1,380,370	1,072,855	-	-	-	(307,515)	(307,515)
Total Business-Type Activities	5,999,915	4,609,356	-	-	-	(1,390,559)	(1,390,559)
Total	$ 105,005,543	$ 10,830,415	$ 26,913,913	$ 490,581	(65,380,075)	(1,390,559)	(66,770,634)
		General Revenues, Contributions, and Transfers:					
		Property taxes			55,003,996	-	55,003,996
		Excises			2,714,432	-	2,714,432
		Penalties, interest and other taxes			558,266	-	558,266
		Grants and contributions not restricted to specific programs			2,565,654	-	2,565,654
		Intergovernmental revenue				167,618	167,618
		Investment income			1,451,412	15,288	1,466,700
		Miscellaneous			94,646	243,605	338,251
		Bond premiums			109,654		109,654
		Permanent fund contributions			8,160	-	8,160
		Transfers (net)			(1,006,323)	1,006,323	-
		Total general revenues, contributions, and transfers			61,499,897	1,432,834	62,932,731
		Change in Net Assets			(3,880,178)	42,275	(3,837,903)
		Net Assets:					
		Beginning of year, as restated			205,709,963	33,253,901	238,963,864
		End of year			$ 201,829,785	$ 33,296,176	$ 235,125,961

See notes to financial statements.

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2009

	General Fund	Community Preservation Act Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and short-term investments	$ 7,481,956	$ -	$ 3,605,771	$ 11,087,727
Restricted cash	874,253	-	-	874,253
Restricted investments	17,531,884	-	-	17,531,884
Investments	1,321,686	6,088,499	4,492,577	11,902,762
Receivables:				
Property taxes	938,096	-	-	938,096
Excises	141,311	-	-	141,311
Departmental and other	339	17,756	-	18,095
TOTAL ASSETS	$ 28,289,525	$ 6,106,255	$ 8,098,348	$ 42,494,128
LIABILITIES AND FUND BALANCES				
Liabilities:				
Warrants payable	$ 1,228,002	$ 581	$ 345,753	$ 1,574,336
Deferred revenues	560,920	17,756	-	578,676
Tax refunds payable	1,295,500	-	-	1,295,500
Other liabilities	957,551	-	-	957,551
TOTAL LIABILITIES	4,041,973	18,337	345,753	4,406,063
Fund Balances:				
Reserved for:				
Encumbrances and continuing appropriations	1,375,867	-	-	1,375,867
Perpetual (nonexpendable) permanent funds	-	-	448,013	448,013
Debt service	18,406,137	-	-	18,406,137
Unreserved:				
Undesignated, reported in:				
General fund	4,465,548	-	-	4,465,548
Special revenue funds	-	6,087,918	6,280,169	12,368,087
Capital project funds	-	-	808,384	808,384
Permanent funds	-	-	216,029	216,029
TOTAL FUND BALANCES	24,247,552	6,087,918	7,752,595	38,088,065
TOTAL LIABILITIES AND FUND BALANCES	$ 28,289,525	$ 6,106,255	$ 8,098,348	$ 42,494,128

See notes to financial statements.

RECONCILIATION OF TOTAL GOVERNMENTAL FUND

BALANCES TO NET ASSETS OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET ASSETS

JUNE 30, 2009

Total governmental fund balances	$	38,088,065
☐ Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		239,744,195
☐ Revenues are reported on the accrual basis of accounting and are not deferred until collection.		453,536
☐ In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.		(439,987)
☐ Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.		(76,016,024)
Net assets of governmental activities	$	201,829,785

See notes to financial statements.

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2009

	General Fund	ARRA Grant	Community Preservation Act Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Property taxes	$ 53,901,266	$ -	$ 1,252,428	$ -	$ 55,153,694
Excises	2,823,987	-	-	-	2,823,987
Penalties, interest and other taxes	545,276	-	-	-	545,276
Betterments	10,609	-	-	-	10,609
Charges for services	-	-	-	3,521,036	3,521,036
Intergovernmental:	25,628,817	1,643,773	885,461	3,384,750	31,542,801
Licenses and permits	1,017,155	-	-	-	1,017,155
Fines and forfeitures	17,825	-	-	-	17,825
Investment income	947,071	-	304,113	200,228	1,451,412
Miscellaneous	234,831	-	-	63,460	298,291
Total Revenues	85,126,837	1,643,773	2,442,002	7,169,474	96,382,086
Expenditures:					
Current:					
General government	4,656,458	-	125,984	231,238	5,013,680
Public safety	6,910,622	-	-	416,512	7,327,134
Education	48,922,381	1,643,773	-	4,858,320	55,424,474
Public works	5,025,363	-	-	494,838	5,520,201
Health and human services	830,514	-	-	1,146,399	1,976,913
Culture and recreation	1,663,389	-	-	348,252	2,011,641
Employee benefits	8,087,997	-	-	-	8,087,997
Debt service	9,346,312	-	788,269	-	10,134,581
Intergovernmental	403,174	-	-	-	403,174
Total Expenditures	85,846,210	1,643,773	914,253	7,495,559	95,899,795
Excess (deficiency) of revenues over expenditures	(719,373)	-	1,527,749	(326,085)	482,291
Other Financing Sources (Uses):					
Bond proceeds	-	-	-	385,000	385,000
Proceeds from bond refunding	7,760,835	-	-	-	7,760,835
Payments to fiscal agent	(7,760,835)	-	-	-	(7,760,835)
Transfers in	52,161	-	-	100,000	152,161
Transfers out	(1,106,323)	-	-	(52,161)	(1,158,484)
Total Other Financing Sources (Uses)	(1,054,162)	-	-	432,839	(621,323)
Excess (deficiency) of revenues and other sources over expenditures and other uses	(1,773,535)	-	1,527,749	106,754	(139,032)
Fund Equity, at Beginning of Year	26,021,087	-	4,560,169	7,645,841	38,227,097
Fund Equity, at End of Year	$ 24,247,552	$ -	$ 6,087,918	$ 7,752,595	$ 38,088,065

See notes to financial statements.

RECONCILIATION OF THE STATEMENT OF REVENUES

EXPENDITURES, AND CHANGES IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2009

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	$	(139,032)
☐ Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:		
Capital outlay purchases		2,116,887
Depreciation		(7,362,018)
☐ Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.		(250,313)
☐ The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:		
Bond proceeds		(690,000)
Repayments of debt		6,774,060
Amortization of refunding		(25,000)
Amortization of bond premium		48,108
☐ In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.		92,347
☐ Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.		(4,445,217)
CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES	$	(3,880,178)

See notes to financial statements.

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2009

	Budgeted Amounts			Variance with Final Budget
	Original Budget	Final Budget	Actual Amounts	Positive (Negative)
Revenues and Other Sources:				
Taxes	$ 53,707,507	$ 53,707,507	$ 53,707,507	$ -
Excise	2,856,000	2,856,000	2,823,987	(32,013)
Penalties, interest and other taxes	492,000	492,000	545,276	53,276
Betterments	11,000	11,000	10,609	(391)
Intergovernmental	21,086,037	21,086,037	19,639,318	(1,446,719)
MSBA proceeds				-
Oil spill grant				-
Investment income	1,148,986	1,148,986	947,071	(201,915)
Miscellaneous	250,000	250,000	234,831	(15,169)
Transfers in	-	-	52,161	52,161
Use of free cash	2,142,357	2,714,557	2,714,557	-
Reappropriation of prior year articles	366,773	366,773	366,773	-
Use of designated fund balance	930,175	930,175	930,175	-
Total Revenues and Other Sources	84,231,835	84,804,035	83,007,245	(1,796,790)
Expenditures and Other Uses:				
General government	4,533,921	5,065,121	3,982,333	1,082,788
Public safety	7,214,569	7,214,569	6,906,331	308,238
Education	43,543,387	43,543,387	42,852,082	691,305
Public works	4,723,724	4,764,724	4,887,625	(122,901)
Health and human services	879,171	879,171	825,201	53,970
Culture and recreation	1,710,461	1,710,461	1,607,423	103,038
Debt service	9,713,777	9,713,777	9,346,312	367,465
Intergovernmental	368,030	368,030	403,174	(35,144)
Employee benefits	9,851,362	9,851,362	8,101,291	1,750,071
Transfers out	828,281	828,281	1,106,323	(278,042)
Other uses-oil spill deficit raised	215,430	215,430	215,430	-
Other uses-snow and ice deficit raised	649,722	649,722	649,722	-
Total Expenditures and Other Uses	84,231,835	84,804,035	80,883,247	3,920,788
Excess (deficiency) of revenues and other sources over expenditures and other uses	$ -	$ -	$ 2,123,998	$ 2,123,998

See notes to financial statements.

PROPRIETARY FUNDS

STATEMENT OF NET ASSETS

JUNE 30, 2009

	Business-Type Activities Enterprise Fund			
	Water Fund	Ambulance Fund	Recreation Fund	Total Fund
ASSETS				
Current:				
Cash and short-term investments	$ 1,825,206	$ 249,994	$ 185,265	$ 2,260,465
User fees, net of allowance for uncollectibles	648,375	228,704	-	877,079
Due from other governments	629,342	-	-	629,342
Total current assets	3,102,923	478,698	185,265	3,766,886
Noncurrent:				
Capital Assets:				
Land and construction in progress	2,205,013	-	274,747	2,479,760
Other capital assets, net of accumulated depreciation	38,991,089	258,294	844,463	40,093,846
Total noncurrent assets	41,196,102	258,294	1,119,210	42,573,606
TOTAL ASSETS	44,299,025	736,992	1,304,475	46,340,492
LIABILITIES				
Current:				
Warrants payable	97,774	13,032	15,552	126,358
Accrued liabilities	62,733	-	-	62,733
Notes payable	629,342	-	-	629,342
Other liabilities	46,087	-	-	46,087
Current portion of long-term liabilities:				
Bonds payable	706,164	-	-	706,164
Compensated absences	5,837	2,184	1,423	9,444
Total current liabilities	1,547,937	15,216	16,975	1,580,128
Noncurrent:				
Bonds payable, net of current portion	11,092,229	-	-	11,092,229
Compensated absences	110,907	41,500	27,039	179,446
Accrued other post employment benefits	97,280	34,331	60,902	192,513
Total noncurrent liabilities	11,300,416	75,831	87,941	11,464,188
TOTAL LIABILITIES	12,848,353	91,047	104,916	13,044,316
NET ASSETS				
Invested in capital assets, net of related debt	29,865,449	258,294	1,119,210	31,242,953
Unrestricted	1,585,223	387,651	80,349	2,053,223
TOTAL NET ASSETS	$ 31,450,672	$ 645,945	$ 1,199,559	$ 33,296,176
See notes to financial statements.				
Proof: Total assets = liabilities + net assets (always ze	-	-	-	-

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2009

	Business-Type Activities Enterprise Fund			
	Water Fund	Ambulance Fund	Recreation Fund	Total Fund
Operating Revenues:				
Charges for services	$ 2,993,816	$ 542,685	$ 1,072,855	$ 4,609,35
Other	243,007	597	-	243,60
Total Operating Revenues	3,236,823	543,282	1,072,855	4,852,96
Operating Expenses:				
Operating expenses	2,260,161	823,988	1,227,988	4,312,13
Depreciation	1,201,455	36,539	94,873	1,332,86
Employee benefits	97,901	31,657	57,509	187,06
Total Operating Expenses	3,559,517	892,184	1,380,370	5,832,07
Operating Income (Loss)	(322,694)	(348,902)	(307,515)	(979,11
Nonoperating Revenues (Expenses):				
Intergovernmental revenue	167,618	-	-	167,61
Investment income	13,540	944	804	15,28
Interest expense	(167,843)	-	-	(167,84
Total Nonoperating Revenues (Expenses), Net	13,315	944	804	15,06
Net Income or Loss Before Transfers	(309,379)	(347,958)	(306,711)	(964,04
Transfers In	278,042	404,239	324,042	1,006,32
Net Income	(31,337)	56,281	17,331	42,27
Net Assets at Beginning of Year, as restated	31,482,009	589,664	1,182,228	33,253,90
Net Assets at End of Year	$ 31,450,672	$ 645,945	$ 1,199,559	$ 33,296,17

See notes to financial statements.

PROPRIETARY FUNDS

STATEMENT OF CASH FLOWS
EXCEPT FOR RECREATION FUND WHERE COMPARATIVE INFORMATION IS NOT AVAILABLE
FOR THE YEAR ENDED JUNE 30, 2009

	Business-Type Activities Enterprise Funds		
	Water Fund	Ambulance Fund	Total
Cash Flows From Operating Activities:			
Receipts from customers and users	$ 3,161,596	$ 494,559	$ 3,656,155
Payments to vendors and employees	(2,262,423)	(831,085)	(3,093,508)
Net Cash Provided By (Used For) Operating Activities	899,173	(336,526)	562,647
Cash Flows From Capital and Related Financing Activities:			
Acquisition, construction, and disposition of capital assets	(781,355)	-	(781,355)
Principal payments on bonds and notes	(600,279)	-	(600,279)
Bonding of bond anticipation note	(954,000)	-	(954,000)
Bond proceeds	1,439,000	-	1,439,000
Interest expense	(167,843)	-	(167,843)
Intergovernmental revenue	167,618	-	167,618
Net Cash (Used For) Capital and Related Financing Activities	(896,859)	-	(896,859)
Cash Flows From Noncapital Financing Activities:			
Transfers in	278,042.00	404,239	682,281
Net Cash Provided By Noncapital Financing Activities	278,042	404,239	682,281
Cash Flows From Investing Activities:			
Investment income	13,540	944	14,484
Net Cash Provided By Investing Activities	13,540	944	14,484
Net Change in Cash and Short-Term Investments	293,896	68,657	362,553
Cash and Short-Term Investments, Beginning of Year	1,531,310	181,337	1,712,647
Cash and Short-Term Investments, End of Year	$ 1,825,206	$ 249,994	$ 2,075,200
Reconciliation of Operating Income to Net Cash Provided By (Used For) Operating Activities:			
Operating income (loss)	$ (322,694)	$ (348,902)	$ (671,596)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:			
Depreciation	1,201,455	36,539	1,237,994
Changes in assets and liabilities:			
Receivables	(75,227)	(48,723)	(123,950)
Warrants payable	26,725	(7,096)	19,629
Other liabilities	(24,858)	-	(24,858)
Compensated absences	621	(2,675)	(2,054)
Accrued other post employment benefits	97,280	34,331	131,611
Accrued liabilities	(4,129)	-	(4,129)
Net Cash Provided By (Used For) Operating Activities	$ 899,173	$ (336,526)	$ 562,647

See notes to financial statements.

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET ASSETS
JUNE 30, 2009

	Agency Funds
ASSETS	
Cash and short-term investments	$ 1,542,051
Departmental receivables	128,303
Total Assets	1,670,354
LIABILITIES AND NET ASSETS	
Warrants payable	15,616
Deferred revenue	128,303
Escrow deposits	1,526,435
Total Liabilities	$ 1,670,354

See notes to financial statements.

All Fund Types and Account Group

June 30, 2009

	Governmental Fund Types			Proprietary Fund Type	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Project	Enterprise	Trust and Agency	General Long-Term Debt	(Memorandum Only)
ASSETS							
Cash and cash equivalents	$ 27,209,778	$ 8,594,337	$ 1,498,149	$ 1,790,464	$ 5,852,039	$ -	$ 44,944,767
Cash held by others	-	-	-	-	51,315	-	51,315
Receivables:		17,757					17,757
Property Taxes	601,815	-	-	-	-	-	601,815
Prepaid Property Taxes	-						-
Tax Title	336,621	-	-	-	-	-	336,621
Tax Foreclosure	259,767	-	-	-	-	-	259,767
Excises	141,311	-	-	-	-	-	141,311
Charges for services	-	-	-	837,906	-	-	837,906
Street betterments	60,499	-	-	-	-	-	60,499
Due from other governments	-		-	-	-	-	-
Amt provided for the ret anticipation notes		-	385,000	-		-	385,000
Amt provided for the ret gen long-term debt	-	6,485,000	-	11,798,393	-	63,879,565	82,162,958
Total Assets	$ 28,609,790	$ 15,097,093	$ 1,883,149	$ 14,426,763	$ 5,903,354	$ 63,879,565	$ 129,799,715
LIABILITIES AND FUND EQUITY							
Liabilities:							
Warrants payable	$ 1,228,003	$ 126,572	$ 222,025	$ 124,096	$ 15,616	$ -	$ 1,716,311
Payroll Withholdings	887,194	-	-	-	-	-	887,194
Deferred revenues	(183,379)	17,757	-	837,906	-	-	672,284
Overlay	1,583,391						1,583,391
Anticipation notes payable	-	-	385,000	-	-	-	385,000
General obligation bonds payable	-	6,485,000	-	11,798,393	-	63,879,565	82,162,958
Tailings Refunds	70,356						70,356
Other liabilities	-		-	46,087	1,526,435	-	1,572,522
Total Liabilities	3,585,565	6,629,328	607,025	12,806,482	1,542,051	63,879,565	89,050,016
Fund Equity							
Reserved for encumbrances	705,569	-	-	9,204	-	-	714,773
Reserved for endowment	-	-	-	-	437,560	-	437,560
Reserved for Expenditures	670,299	4,004,143	-	40,000	-	-	4,714,442
Reserved for Pettycash	5,500	-	-	-	-	-	5,500
Unreserved/undesignated	5,934,003	4,463,622	1,276,124		3,923,744	-	15,597,493
Other (Premium on Bans)	-	-		-			-
Designated for premium on anticipation notes	-	-	-	-	-	-	-
Designated for debt service	17,932,412						17,932,412
Designated for debt exclusion reduction	473,725						473,725
Designated for appropriation deficits	(697,282)	-	-	-	-	-	(697,282)
Designated for teacher deferral	-	-	-	-	-	-	-
Retained earnings	-	-	-	1,571,077	-	-	1,571,077
Total Fund Equity	25,024,225	8,467,765	1,276,124	1,620,281	4,361,303	-	40,749,699
Total Liabilities and Fund Equity	$ 28,609,790	$ 15,097,093	$ 1,883,149	$ 14,426,763	$ 5,903,354	$ 63,879,565	$ 129,799,715

FY 2009 Budget Basis - General Fund

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
122 SELECTMEN									
Expenses	-	12,800.00	-	-	-	-	11,498.48	300.00	1,001.52
Capital	13,201.21	-	-	-	-	-	-	13,201.21	-
123 TOWN MANAGER									
Personal Services	-	276,637.00	-	-	13,119.59	-	289,756.59	-	-
Expenses	8,320.79	53,800.00	-	-	-	15,000.00	69,823.71	1,200.00	6,097.08
Capital	21,051.80	-	-	-	-	-	-	21,051.80	-
131 FINANCE COMMITTEE									
Expenses	110.00	8,180.00	-	-	-	-	5,834.34	-	2,455.66
Reserve Fund	-	810,000.00	-	500,000.00	-	(800,697.94)	-	-	509,302.06
132 FINANCE DIRECTOR									
Personal Services	-	213,038.00	-	-	7,830.10	-	220,868.10	-	-
Expenses	3,300.00	48,750.00	-	-	-	-	47,167.79	4,797.04	85.17
Capital	20,000.00	-	-	-				20,000.00	-
133 TOWN ACCOUNTANT									
Personal Services	-	199,205.00	-	-	5,534.94	-	204,739.75	-	0.19
Expenses	5,100.00	7,540.00	-	-	-	-	7,378.08	340.93	4,920.99
141 ASSESSORS									
Personal Services	-	214,347.00	-	-	5,796.00	-	193,737.99	-	26,405.01
Expenses	10,000.00	22,550.00	-	-	-	-	16,370.41	10,000.00	6,179.59
145 TAX COLLECTOR									
Personal Services	-	173,989.00	-	-	5,564.50	-	179,552.17	-	1.33
Expenses	7,117.97	60,815.00	-	-	-	-	47,279.20	-	20,653.77
151 LEGAL SERVICES									
Expenses	32,286.55	180,000.00	-	-	-	-	163,343.13	22,552.07	26,391.35
152 HUMAN RESOURCES									
Personal Services	-	174,967.00	-	-	-	-	163,111.89	-	11,855.11
Expenses	11,626.82	23,000.00	-	-		-	19,574.01	2,040.24	13,012.57
Comp Reserve	-	400,000.00	-	-	(219,098.66)	-	-	-	180,901.34
155 TECHNOLOGY									
Personal Services	-	254,083.00	-	-	24,974.00	-	274,056.13	-	5,000.87
Expenses	14,035.15	712,500.00	-	-	-	-	710,222.56	14,193.07	2,119.52
Capital	197,450.54	-	384,000.00	-	-	-	489,154.52	92,296.02	-

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
161 TOWN CLERK									
Personal Services	-	192,752.00	-	-	2,069.00	-	185,947.86	-	8,873.14
Expenses	44,125.00	25,222.00	-	-	-	-	54,499.18	1,617.84	13,229.98
Capital	13,852.80	-	9,500.00	-	-	-	1,158.34	17,194.46	5,000.00
170 PERMITTING									
Personal Services	-	143,610.00	-	(30,000.00)	14,862.70	-	128,273.51	-	199.19
Expenses	-	23,100.00	-	30,000.00	-	-	33,569.92	2,602.75	16,927.33
171 CONSERVATION COMMISSION									
Personal Services	-	64,339.00	-	-	6,775.00	-	71,114.00	-	-
Expenses	625.00	4,810.00	-	-	-	-	4,250.41	14.21	1,170.38
175 PLANNING BOARD									
Personal Services	-	55,819.00	-	-	6,488.03	-	62,307.03	-	-
Expenses	17,400.00	32,950.00	-	-	-	-	9,942.84	3,961.11	36,446.05
Capital	20,250.00	-	-	-	-	-	16,750.00	3,500.00	-
176 ZONING BD OF APPEALS									
Expenses	1,150.00	7,000.00	-	-	-	-	6,804.51	1,345.49	-
Capital	-	-	-	-	-	-	-	-	-
179 GIS									
Personal Services	-	56,106.00	-	-	6,201.00	-	62,307.00	-	-
Expenses	15,851.49	49,000.00	-		-	-	32,637.01	17,253.00	14,961.48
Capital	-	-	-	-	-	-	-	-	-
192 TOWN HALL									
Personal Services	-	44,239.00	-	-	-	-	42,894.72	-	1,344.28
Expenses	434,635.30	106,600.00		31,200.00		394,197.94	788,168.47	10,211.01	168,253.76
Capital	50,803.00		-	-			42,307.50	8,495.50	-
Bill of Prior Year	-	-	-	56.71	-	-	56.71	-	-
GENERAL GOVERNMENT	942,293.42	4,651,748.00	393,500.00	531,256.71	(119,883.80)	(391,500.00)	4,656,457.86	268,167.75	1,082,788.72
210 POLICE									
Personal Services	-	3,783,022.00	-	-	3,009.00	-	3,603,372.24	-	182,658.76
Expenses	5,227.94	418,003.00	-	-	-		344,281.70	88.70	78,860.54
Capital	-	-	110,000.00	-	-	-	109,999.85	-	0.15
220 FIRE									
Personal Services	-	2,190,316.00	-	-	56,034.77	-	2,246,350.77	-	-
Expenses	577.74	229,971.00	-	-	-	-	229,695.67	619.69	233.38
Capital	-	-	6,500.00	-	-	-	6,481.64	-	18.36

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	*Page 3 of 5* Closed to Fund Balance
241 BUILDING DEPARTMENT									
Personal Services	-	230,525.00			-	-	223,741.96	-	6,783.04
Expenses	3,100.00	20,649.00	-	-	-	-	7,900.87	3,000.00	12,848.13
244 SEALER WEIGHTS & MEASURES									
Personal Services	-	-	-	-	-	-	-	-	-
Expenses	-	3,000.00	-	-	-	-	3,000.00	-	-
291 EMERGENCY MGMT									
Personal Services	-	7,000.00	-	-	-	-	7,000.00	-	-
Expenses	-	7,095.00	-	-	-	-	4,575.06	-	2,519.94
Capital	-	-	-	-	-	-	-	-	-
									-
292 ANIMAL CONTROL									
Personal Services	-	120,362.00	-	-	10,782.32	-	130,165.11	-	979.21
Expenses	675.12	23,300.00	-	-	-	-	10,203.10	3,581.78	10,190.24
Offset	-	(40,000.00)	-	-	-	-	(40,000.00)	-	-
Capital	-	-	-	-	-	-	-	-	-
294 TREE WARDEN									
Personal Services	-	2,000.00	-	-	-	-	2,000.00	-	-
Expenses	2,000.00	33,000.00	-	-	-	-	21,854.20	-	13,145.80
PUBLIC SAFETY	11,580.80	7,028,243.00	116,500.00	-	69,826.09	-	6,910,622.17	7,290.17	308,237.55
305 WESTFORD PUBLIC SCHOOLS	556,236.54	42,698,355.00	-	41,000.00	-	81,500.00	41,912,296.34	476,286.93	988,508.27
Capital	850.00	-	90,500.00	-	-	-	91,350.00	-	-
310 NASHOBA VALLEY TECH	-	632,032.00	-	-	-	-	632,032.00	-	-
EDUCATION	557,086.54	43,330,387.00	90,500.00	41,000.00	-	81,500.00	42,635,678.34	476,286.93	988,508.27
410 ENGINEERING									
Personal Services	-	151,403.00	-	-	-	-	116,979.05	-	34,423.95
Expenses	-	20,400.00	-	-	-	-	18,794.85	-	1,605.15
Capital	76,770.03	-	-	-	-	-	-	76,770.03	-
421 HIGHWAY									
Personal Services	-	1,148,377.00	-	-	5,580.00	-	1,085,165.89	-	68,791.11
Expenses	19,305.87	911,390.00	-	-	-	300,000.00	1,135,735.91	57,929.00	37,030.96
Capital	342,487.60	-	179,000.00	-	-	-	388,048.24	126,203.36	7,236.00
423 SNOW & ICE									
Personal Services	-	76,000.00	-	-	-	-	273,714.67	-	(197,714.67)
Expenses	-	274,345.00	-	-	-	-	476,708.23	-	(202,363.23)
427 STORMWATER MGMT									
Personal Services	-	-	-	-	-	-	-	-	-
Expenses	41.69	65,000.00	-	-	-	-	34,449.61	24,400.00	6,192.08

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
432 RECYCLING									-
Recycling Expenses	-	209,733.00	-	-	-	-	184,069.58	15,436.08	10,227.34
433 SOLID WASTE									-
Solid Waste Expenses	-	1,330,451.00	-	-	-	-	1,226,154.72	-	104,296.28
Capital	125,000.00	-	-	-	-	-	-	125,000.00	-
440 SEWERAGE COLLECTION									-
Expenses	-	5,000.00	-	-	-	-	420.28	-	4,579.72
491 CEMETERY									-
Personal Services	-	69,267.00	-	-	1,577.86	-	70,844.86	-	-
Expenses	-	17,200.00	-	-	-	-	14,276.62	129.00	2,794.38
PUBLIC WORKS	563,605.19	4,278,566.00	179,000.00	-	7,157.86	300,000.00	5,025,562.51	425,867.47	(122,900.93)
510 BOH ENVIRONMENTAL									-
Personal Services	-	325,751.00	-	-	19,143.91	-	344,894.91	-	-
Expenses	5,200.00	47,300.00	-	-	-	-	36,162.51	2,460.81	13,876.68
Capital	-	-	-	-	-	-	-	-	-
539 ADULT SUPPORTIVE DAY									-
Personal Services	-	47,520.50	-	-	-	-	47,520.50	-	-
Expenses	-	7,019.50	-	-	-	-	7,019.50	-	-
Offset	-	(30,720.00)	-	-	-	-	(30,720.00)	-	-
540 SENIOR CENTER									-
Personal Services	-	132,249.00	-	-	5,455.00	-	136,803.07	-	900.93
Expenses	2,393.60	34,851.00	-	-	-	10,000.00	44,980.09	780.38	1,484.13
Capital	-	-	-	-	-	-	-	-	-
541 COUNCIL ON AGING									-
Personal Services	-	172,147.00	-	-	-	-	158,199.36	-	13,947.64
Expenses	1,755.37	80,594.00	-	-	-	-	68,846.86	1,050.26	12,452.25
Capital	70,560.00	-	-	-	-	-	255.00	70,305.00	-
542 VETERANS SERVICES									-
Personal Services	-	9,360.00	-	-	-	-	8,430.00	-	930.00
Expenses	-	18,500.00	-	-	-	-	8,121.75	-	10,378.25
HUMAN SERVICES	79,908.97	844,572.00	-	-	24,598.91	10,000.00	830,513.55	74,596.45	53,969.88
610 LIBRARY									-
Personal Services	-	1,083,615.00	-	-	-	-	1,027,860.54	-	55,754.46
Expenses	304.99	324,580.00	-	-	-	-	302,002.36	2,813.26	20,069.37
Capital	21,475.21	-	-	-	-	-	-	21,475.21	-

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
630 RECREATION									
Personal Services	-	177,157.00	-	-	9,503.30	-	186,660.30	-	-
Expenses	799.63	16,550.00	-	-	-	-	11,750.02	-	5,599.61
Offset	-	(193,707.00)	-	-	-	-	(193,707.00)	-	-
Capital	74,506.00	-	-	-	-	-	47,100.00	27,406.00	-
650 PARKS-GROUNDS BLDG MAINT									
Personal Services	-	223,070.00	-	-	8,797.64	-	231,867.64	-	-
Expenses	-	40,775.00	-	-	-	-	40,775.00	-	-
Offset	-	(42,000.00)	-	-	-	-	(42,000.00)	-	-
Capital	511.53	-	-	-	-	-	511.53	-	-
660 LAND MANAGEMENT									
Personal Services	-	-	-	-	-	-	-	-	-
Expenses	1,133.79	50,000.00	-	-	-	-	39,570.73	5,070.10	6,492.96
Capital	50,000.00	-	-	-	-	-	35,730.42	-	14,269.58
670 HISTORICAL COMMISSION									
Expenses	9,200.00	12,120.00	-	-	-	-	19,268.11	1,200.00	851.89
Capital	47,400.00	-	-	-	-	-	-	47,400.00	-
673 ROUDENBUSH COMM CTR									
Personal Services	-	64,219.00	-	-	-	-	64,218.88	-	0.12
Offset	-	(64,219.00)	-	-	-	-	(64,219.00)	-	-
CULTURE & RECREATION	205,331.15	1,692,160.00	-	-	18,300.94	-	1,707,389.53	105,364.57	103,037.99
710 DEBT SERVICE									
Expenses		9,713,777.00	-	-	-	-	9,240,051.75	-	473,725.25
DEBT SERVICE	-	9,713,777.00	-	-	-	-	9,240,051.75	-	473,725.25
945 UNCLASSIFIED									
Employee Benefits	5,000.00	9,851,362.00	-	-	-	-	8,087,997.29	18,294.00	1,750,070.71
State Assessments	-	-	-	-	-	-	-	-	-
									-
NON-DEPARTMENTAL	5,000.00	9,851,362.00	-	-	-	-	8,087,997.29	18,294.00	1,750,070.71
OPERATING BUDGETS	2,364,806.07	81,390,815.00	779,500.00	572,256.71	0.00	0.00	79,094,073.00	1,375,867.34	4,637,437.44

* Includes State Grant amount to make up for FY09 State Aid cuts

TOWN OF WESTFORD
FY 2009 Budget Basis - Water Enterprise Fund

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
OPERATING:									
Personal Services	-	949,312.00	-	-	-	-	928,934.79	-	20,377.21
Expenses	49,460.47	1,590,547.00	-	-	-	-	1,499,832.37	7,390.25	132,784.85
	49,460.47	2,539,859.00	-	-	-	-	2,428,767.16	7,390.25	153,162.06
CAPITAL:									
	672,394.38	645,760.00	-	-	-	-	145,292.89	40,000.00	1,132,861.49
	672,394.38	645,760.00	-	-	-	-	145,292.89	40,000.00	1,132,861.49
WATER ENTERPRISE TOTAL	721,854.85	3,185,619.00	-	-	-	-	2,574,060.05	47,390.25	1,286,023.55

TOWN OF WESTFORD
FY 2009 Budget Basis - Recreation Enterprise Fund

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
OPERATING:									
Personal Services	-	888,193.00	-	-	-	-	888,193.00		-
Expenses	-	385,849.00	-	-	-	-	339,795.07	1,281.79	44,772.14
	-	1,274,042.00	-	-	-	-	1,227,988.07	1,281.79	44,772.14
CAPITAL:									
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
RECREATION ENTERPRISE TOTAL	-	1,274,042.00	-	-	-	-	1,227,988.07	1,281.79	44,772.14

TOWN OF WESTFORD
FY 2009 Budget Basis - Ambulance Enterprise Fund

DEPARTMENT/Purpose	FY2008 Encumbered & Carried Fwd	A.T.M. 5/08 Budget	A.T.M. 05/08 Art/Transf	S.T.M. 10/08 S.T.M. 05/09 Art/Transf	Comp Reserve	Reserve Fd Transfers	Expended	FY2009 Encumbered & Carried Fwd	Closed to Fund Balance
OPERATING:									
Personal Services	-	546,246.00	-	-	-	-	516,535.71		29,710.29
Expenses	-	307,993.00	-	-	-	-	307,452.52	532.28	8.20
	-	854,239.00	-	-	-	-	823,988.23	532.28	29,718.49
CAPITAL:									
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
AMBULANCE ENTERPRISE TOTAL	-	854,239.00	-	-	-	-	823,988.23	532.28	29,718.49
GRAND TOTAL ALL FUNDS	3,086,660.92	86,704,715.00	779,500.00	572,256.71	0.00	0.00	83,720,109.35	1,425,071.66	5,997,951.62

Special Revenue Funds - FY 2009

		Balance July 1, 2008	Receipts	Expenditures	Transfers In/(Out)	Balance June 30, 2009
Fund 250 Federal Grants						
25210215	Bullet Proof Vests OJ-Fed Reim	9,355.00	7,200.00	4,800.00	-	11,755.00
25220270	Assist Firefighter Grant-Fed	-	14,670.00	14,670.00	-	-
25220280	Fire-Safer Grant	-	218,849.70	295,528.20	-	(76,678.50)
25510510	BOH DPH Heroin Bsas-Fed	14,985.00	-	1,596.45	-	13,388.55
25510511	BOH-Medical Reserve-Fed Reim	9,016.77	-	6,283.63	-	2,733.14
25510512	BOH- Emerg Prep Coalition-Fed	85,198.00	245,925.52	244,416.17	27,581.44	59,125.91
25510513	EPS-Local Preparedness-Fed	1,170.00	-	-	-	1,170.00
25510514	BOH-Med Res NAACHO-Fed	14,698.79	5,223.00	4,750.82	-	15,170.97
25510518	BOH- NERAC-Fed	-	78,027.63	78,027.63	-	-
					-	
		134,423.56	569,895.85	650,072.90	27,581.44	26,665.07
Fund 255 School Federal Grants						
25235301	Sped 94-142 DOE 240	-	844,967.00	833,025.73	-	11,941.27
25235302	Sped 94-142 DOE 240	40,233.36	16,530.00	56,763.36	-	-
25235305	Sped Prog Improv DOE 274	-	14,789.00	14,449.28	-	339.72
25235306	Sped Prog Improv DOE 274	(6,910.12)	17,850.00	10,939.88	-	0.00
25235315	Early Childhood Sped Alloc	-	19,542.00	19,542.00	-	-
25235316	Early Childhood Sped Alloc	769.90	-	769.90	-	-
25239303	Title I -DOE 305	-	91,072.00	82,995.66	-	8,076.34
25239304	Title I -DOE 305	1,366.04	19,993.00	21,359.04	-	-
25239307	Title II Teacher Quality 140	-	38,939.00	36,778.01	-	2,160.99
25239308	Title II Teacher Quality 140	1,583.56	22,365.00	23,948.56	-	-
25239308	Title II Teacher Qual 140 rollover	-	2,867.00	2,867.00	-	-
25239309	Safe & Drug Free Sch 331	-	12,233.00	11,626.46	-	606.54
25239310	Safe & Drug Free Sch 331	(529.00)	2,521.00	1,992.00	-	-
25239320	Title I -DOE 302 Rollover	522.16	17,147.00	16,268.16	-	1,401.00
25239312	Title V -DOE 302	824.74	-	824.74	-	-
25239313	Enchanced Ed thru Tech 160	-	1,753.00	825.99	-	927.01
25239314	Enchanced Ed thru Tech 160	769.78	-	769.72	-	0.06
25239317	ARRA -SFSA DOE 782	-	1,643,773.00	1,643,773.00	-	-
		38,630.42	2,766,341.00	2,779,518.49	-	25,452.93
Fund 260 State Grants						
26175632	Reg Recreation Trail	1,641.35	-	-	-	1,641.35
26179179	NMCOG-MassGIS	15,359.98	-	-	-	15,359.98
26210218	Community Policing-2008	23,028.44	-	23,028.44	-	-
26210219	Community Policing-2009	-	27,617.17	-	-	27,617.17
26210299	Police Emerg 911 Reim Grant	1,838.16	3,135.69	5,268.85	-	(295.00)
26210209	Police Child Passenger Safety	-	9,901.19	9,901.19	-	-
26210260	Police 911 Support	-	-	29,984.76	-	(29,984.76)
26220209	Fire Equipment Grant-FY09	-	7,792.00	7,792.00	-	-
26220226	S.A.F.E. Grant-2006	347.43	-	347.43	-	-
26220227	S.A.F.E. Grant-2007	5,178.17	-	5,037.95	-	140.22
26220228	S.A.F.E. Grant-2008	4,700.00	-	-	-	4,700.00
26220229	S.A.F.E. Grant-2009	-	4,464.62	-	-	4,464.62
26220235	Comm Emerg Response Fire	1,846.30	-	1,846.30	-	-
26410417	Smart Growth Eng Reim Grant	5,300.00	-	5,300.00	-	-
26510515	Tobacco Control Grant	(9,509.60)	138,603.38	84,446.10	24,580.00	20,067.68
26510516	Skin Cancer Grant	207.32	-	-	-	207.32
26541541	Elders Affairs	2,434.64	14,170.00	16,323.11	-	281.53
26541542	Lowell Reg Trans Auth Van-Reim	13,675.48	80,649.39	87,606.99	-	6,717.88
26610610	Library Lig-Meg	27,829.03	29,170.60	25,908.84	-	31,090.79
26630633	Tennis in the Park-Recreation	537.00	-	120.75	-	416.25
26695695	Arts Lottery Council	2,921.43	4,300.00	3,362.54	-	3,858.89
		97,335.13	319,804.04	306,275.25	24,580.00	86,283.92

Special Revenue Funds - FY 2009

		Balance July 1, 2008	Receipts	Expenditures	Transfers In/(Out)	Balance June 30, 2009
Fund 265 School State Grants						
26302339	Transp Software DOE197	-	-	-	-	-
26239338	Safe Schools DOE194	-	1,000.00	915.30	-	84.70
26239337	Gifted/Talented DOE586	260.00	-	260.00	-	-
26139334	Early Intervention DOE 574	-	8,670.00	8,670.00	-	-
26131332	Academic Support DOE 632	-	10,900.00	10,900.00	-	-
26302330	Enhanced School Health/DPH	-	-	-	-	-
26302336	Dept Energy Resource Grt	-	-	-	-	-
26302340	Underground Tank Grant	-	32,298.47	-	-	32,298.47
		260.00	52,868.47	20,745.30	-	32,383.17
Fund 270 Receipts Reserved						
27171171	Conservation-Wetlands	97,213.60	12,558.00	6,996.36	-	102,775.24
27199901	Town Wide-Restitution	-	45,000.00	-	-	45,000.00
27491491	Cemetery-Sale of Lots	76,826.73	8,527.82	225.00	-	85,129.55
		174,040.33	66,085.82	7,221.36	-	232,904.79
Fund 280 Town Revolving Funds						
28122110	Scholarship Fund-Twn Tax	11,709.24	738.37	-	-	12,447.61
28122111	Arts & Technology-Twn Tax	1,189.42	300.70	-	-	1,490.12
28192920	Insurance Recovery-Town	8,259.38	3,334.01	5,636.28	-	5,957.11
28210920	Insurance Recovery-Police	493.20	12,532.05	12,782.05	-	243.20
28300920	Insurance Recovery-School	27,188.10	3,208.42	2,375.34	-	28,021.18
28432432	Recycling Revolving 53E1/2	9,366.84	13,149.10	14,070.86	-	8,445.08
28450920	Insurance Recovery-Water	7,485.04	581.16	-	-	8,066.20
28539539	Adult Supportive Day Care	(14,354.32)	15,263.00	906.00	-	2.68
28541543	Elder & Disabled Tax-TREAD	31,606.87	13,681.27	13,500.00	-	31,788.14
28630634	Recreation Revolving 53 D	9,003.81	69,121.64	56,288.15	-	21,837.30
28630636	Rec-Field Maint Revol 53E1/2	14,865.57	156,427.28	127,772.96	-	43,519.89
		106,813.15	288,337.00	233,331.64	-	161,818.51
Fund 285 School Revolving Funds						
28303381	School Activity Fees	120,988.58	332,922.30	339,260.87	-	114,650.01
28303385	School Bus Transportation	9,320.00	463,800.00	457,675.96	-	15,444.04
28304375	School Building Usage	80,705.06	77,404.01	73,042.91	-	85,066.16
28304376	School Outside Details	2,450.98	52,261.11	51,852.76	-	2,859.33
28304386	WA Parking	30,507.69	16,150.00	18,957.80	-	27,699.89
28310379	Preschool-WA(Integrated)	8,844.53	13,800.00	14,620.95	-	8,023.58
28310380	Preschool-Sped (Integrated)	56,123.20	190,715.88	153,506.46	-	93,332.62
28311378	Sch Extended Day-Elem	238,366.59	293,359.00	231,279.25	-	300,446.34
28320377	Sch Extended Day-Middle	2,557.82	10,780.00	11,824.01	-	1,513.81
28331382	School Lost Books	15,897.78	1,632.27	4,906.53	-	12,623.52
28332384	School Athletic Revolving	34,614.46	399,048.72	388,484.78	-	45,178.40
		600,376.69	1,851,875.29	1,745,412.28	-	706,837.70

Special Revenue Funds - FY 2009

		Balance July 1, 2008	Receipts	Expenditures	Transfers In/(Out)	Balance June 30, 2009
Fund 290 Town Other Spec Rev Funds						
29122952	East Boston Camps TPL Gift	73,880.00	-	-	-	73,880.0
29122959	Comcast Cable Public Access Gift	816.78	-	-	-	816.7
29122978	Avalon Gift	28,550.00	-	28,550.00	-	-
29161161	Extended Polling Hours	5,771.00	4,050.00	9,821.00	-	-
29171950	Conservation Comm Gift	86.14	-	-	-	86.1
29171953	Cons Comm-Mass Elec Gift	16,409.95	-	12,000.00	-	4,409.9
29175175	PWED	13,492.99	-	-	-	13,492.9
29175954	Plan Bd Xavier Sidewalks Gift	10,000.00	-	-	-	10,000.0
29175962	Plan Bd Summer Village Insp Gift	43,407.95	-	-	-	43,407.9
29175965	Plan Bd Summer Village Gift	133,300.00	62,000.00	-	(100,000.00)	95,300.0
29175968	Plan Bd Minots/Primrose	150,081.22	-	49,165.59	-	100,915.6
29210990	Drug Investigation	23,120.65	-	225.00	-	22,895.6
29300300	School-Abbot Playground Gift Gift	2,747.74	-	-	-	2,747.7
29410960	Eng- Southgate Gift Gift	18,605.00	-	18,605.00	-	-
29491950	Cemetery- Gift	600.00	-	508.29	-	91.7
29510955	BOH-Health Gift	732.76	11,512.20	6,803.09	-	5,441.8
29510956	BOH-AED Defibrilator Gift	641.35	-	608.60	-	32.7
29510957	BOH-Westford Against Sub Abuse	7,741.50	-	-	-	7,741.5
29510958	BOH-Dental Gift	11,999.55	5,000.00	12,332.77	-	4,666.7
29539969	Adult Day Trans Gift	5,895.00	17,165.40	23,638.43	-	(578.0
29543950	Veteran's Gift	270.00	-	-	-	270.0
29610925	Library Restitution	2,472.53	2,955.98	2,513.64	-	2,914.8
29610935	Library Ctr for Excellence	-	2,000.00	1,705.25	-	294.7
29610950	Library Memorial Gift	1,930.97	25,787.73	25,918.00	-	1,800.7
29630950	Recreation Gift	15,043.77	-	5,175.00	-	9,868.7
29630965	Jack Walsh Field Gift	3,642.40	-	-	-	3,642.4
29630965	Recreation Forge/Edward Beach	-	-	-	100,000.00	100,000.0
29691950	Historic Comm Gift	200.00	-	-	-	200.0
29695950	Cultural Council Gift	2,073.04	-	-	-	2,073.0
		573,512.27	130,471.31	197,569.66	-	506,413.9
Fund 295 School Other SRF						
29239350	School Reed Living Lab Donation	3,503.01	2,300.00	-	-	5,803.0
29239351	School Library Donations	284.96	-	216.00	-	68.9
29239352	School Blue Cross Donation	5,000.00	-	-	-	5,000.0
29239354	Misc School Donations	7,418.16	11,104.80	10,360.40	-	8,162.5
29239356	School Inventors Fair	500.00	-	452.02	-	47.9
29239358	WPC Parent Connection Gift	225.00	4,225.00	1,000.00	-	3,450.0
29231359	WA Trustees Gift	0.07	-	-	-	0.0
29302390	School Choice	88,137.96	64,672.00	24,913.07	-	127,896.8
29302391	Foundation Reserve	63,376.28	-	8,302.00	-	55,074.2
29302392	Circuit Breaker Sped DOE=520	161,443.00	461,558.00	350,000.00	-	273,001.0
		329,888.44	543,859.80	395,243.49	-	478,504.7
220	School Lunch	252,017.95	1,520,836.66	1,558,087.28	-	214,767.3
240	Community Preservation	4,509,643.46	2,366,118.08	914,253.27	-	5,961,508.2
299	Title V	33,833.24	391.50	-		34,224.7
		4,795,494.65	3,887,346.24	2,472,340.55	-	6,210,500.3
	TOTALS	6,850,774.64	10,476,882.82	8,807,730.92	52,161.44	8,467,765.1

Capital Projects Funds - FY 2009

Town Fund 310 Org/Obj	Description	FY 2008 Balance Fwd	Revenue Bans/Bonds	Transfer/ Expended	Continued Appropriation	Close to General Fund
31123740	Brookside Dam Repair 5/03 #13	12,156.49	-	-	12,156.49	0.00
31175717	Sidewalk Acct/Planning	49,623.20	-	-	49,623.20	0.00
31175718	Stoney Brook Ctr Master Pln	3,506.28	-	-	-	3,506.28
31192710	Paint Town Hall/Cameron	1,804.30	-	-	-	1,804.30
31192198	Town Hall Renovation 5/09 Art17	0.00	-	-	-	0.00
31210721	Police Station Construction	54,746.60	-	-	54,746.60	0.00
31210723	Town Hall Police Fire Lot	29,821.98	-	-	29,821.98	0.00
31401793	Eng-Rt 40 Water Main 10/08 Art7	0.00	-	184,922.08	(184,922.08)	0.00
31421741	Hwy A&E A09S111300	(125,715.04)	-	-	(125,715.04)	0.00
31421742	Hwy Garage STM 11/00 Art7	1,000.00	-	-	1,000.00	0.00
31421743	Hwy Garage Const 5/01 #12	477,198.70	-	-	477,198.70	0.00
31491749	Cemetery Development Fund	1,856.24	-	-	-	1,856.24
31541433	Cameron Sr Ctr A&E 5/07 #12	326,497.43	-	321,649.65	4,847.78	0.00
31541730	Cameron Restoration	2,148.26	-	-	-	2,148.26
31541736	Cameron Const/Ren 5/09 Art16	0.00	-	218,507.02	(218,507.02)	0.00
31630735	Recreational and Athletic	1,764.39	-	-	-	1,764.39
	Total Town Capital	836,408.83	-	725,078.75	100,250.61	11,079.47

School Fund 320 Org/Obj	Description	FY 2008 Balance Fwd	Revenue Bans/Bonds	Expended	Continued Appropriation	Close to General Fund
32312767	Nabnasset Construction	20,646.10	-	-	20,646.10	0.00
32314763	Abbot Septic 11/01 Art= 5	4,196.85	-	-	4,196.85	0.00
32316766	Day School Sewer	28,420.00	-	-	28,420.00	0.00
32322761	Middle School Const-Stonybrook	202,936.23	-	407.88	202,528.35	0.00
32320751	Elem Schools Construction	160,705.43	-	-	160,705.43	0.00
32331765	Westford Academy Construction	37,457.26	-	-	37,457.26	0.00
32339760	Modular School Buildings	71,566.95	-	-	71,566.95	0.00
	Total School Capital	525,928.82	0.00	407.88	525,520.94	-

Water Enterprise Fund 360 Org/Obj	Description	FY 2008 Balance Fwd	Revenue Bans/Bonds	Expended	Continued Appropriation	Close to General Fund
36450790	Upgrade Byrne Water 5/08 Art=12	-	436,000.00	227,031.62	208,968.38	0.00
36450791	Stepinski Land 5/08 Art=29	-	518,000.00	517,415.38	584.62	0.00
36450792	Country Rd Well 10/08 Art=6	-	485,000.00	41,890.97	443,109.03	0.00
	Total Water Enterprise Capital	-	1,439,000.00	786,337.97	652,662.03	-

Highway Improv Fund 230	July 1, 2008 Balance	Receipts	Expenditures	Transfers	June 30, 2009 Balance
Highway Chapter 90	(197,844.63)	672,458.09	476,922.82	-	(2,309.36)

Trust Fund Activity

Fiscal Year 2009

	Fund Balance July 1, 2008	Receipts	Investment Income	Expenditures	Transfers In/(Out)	Balance June 30, 2009
Non-Expendable Trusts:						
810 Cemetery Perpetual Care	268,984.50	8,160.00	-	-	-	277,144.50
Charles Colburn Cem	1,500.00	-	-	-	-	1,500.00
William Wright Cem	5,000.00	-	-	-	-	5,000.00
Lyman Wilkins Cem	1,413.11	-	-	-	-	1,413.11
J.H. Fletcher Cem	1,500.00	-	-	-	-	1,500.00
Alonzo Reed Cem	1,500.00	-	-	-	-	1,500.00
Metcalf & Soldiers	1,300.00	-	-	-	-	1,300.00
Library Book Fund	13,000.00	-	-	-	-	13,000.00
Library Lecture Fund	30,000.00	-	-	-	-	30,000.00
Library All Purpose	17,347.58	-	-	-	-	17,347.58
Library Trustee	58,354.35	-	-	-	-	58,354.35
Ellen Rainville Educ	17,000.00	-	-	-	-	17,000.00
Whitney Shade Tree	2,500.00	-	-	-	-	2,500.00
Whitney Education	10,000.00	-	-	-	-	10,000.00
	429,399.54	8,160.00	-	-	-	437,559.54
Expendable Trusts:						
820 Conservation Fund	134,964.22	15,000.00	5,025.45	15,148.24	-	139,841.43
Cemertery Perpetual Care	12,913.00	-	11,434.59	1,737.64	-	22,609.95
Charles Colburn Cem	3,571.29	-	198.89	-	-	3,770.18
William Wright Cem	3,373.67	-	327.05	150.00	-	3,550.72
Lyman Wilkins Cem	5,064.67	-	243.17	1,448.00	-	3,859.84
J.H. Fletcher Cem	2,541.01	-	162.10	-	-	2,703.11
Alonzo Reed Cem	6,884.28	-	328.77	-	-	7,213.05
Metcalf & Soldiers	9,064.34	-	419.34	-	-	9,483.68
Library Book Fund	1,903.81	-	580.18	1,099.28	-	1,384.71
Library Lecture Fund	1,223.98	-	1,205.41	1,035.00	-	1,394.39
Library All Purpose	156.13	-	676.47	515.99	-	316.61
Library Trustee	2,524.72	-	2,342.36	2,331.75	-	2,535.33
J.V. Fletcher Library	104,814.90	-	3,072.38	44,017.56	-	63,869.72
Ellen Rainville Educ	322.41	-	674.62	710.71	-	286.32
Whitney Shade Tree	15,069.48	-	688.99	-	-	15,758.47
Whitney Playground	33,167.13	-	1,435.68	8,625.00	-	25,977.81
Affordable Housing Trust	449,758.93	-	15,695.61	151,955.36	-	313,499.18
Stabilization Fund	3,033,910.13	-	118,973.41	-	-	3,152,883.54
Capital Stabilization Fund	-	-	1,490.61	-	100,000.00	101,490.61
E Vance Library Stock	47,419.18	-	3,895.94			51,315.12
	3,868,647.28	15,000.00	168,871.02	228,774.53	100,000.00	3,923,743.77
TOTALS	**4,298,046.82**	**23,160.00**	**168,871.02**	**228,774.53**	**100,000.00**	**4,361,303.31**

Agency Fund - FY 2009

	Balance July 1, 2008	Additions	Deductions	Balance June 30, 2009
Fish/Wildlife	(27.15)	6,457.00	6,364.25	65.60
Performance Bonds	988,767.68	(7,722.72)	15,514.35	965,530.61
Developer Escrow	163,948.35	219,261.19	144,267.04	238,942.50
Water- Developer Escrow	0.00	7,700.00	6,108.03	1,591.97
Rain Tree Hill	5,271.82	0.00	0.00	5,271.82
Villanova Drive Deposit	9,294.01	0.00	0.00	9,294.01
Cumberland Farm Deposit	3,300.00	0.00	0.00	3,300.00
Vose Hill Road	959.39	0.00	0.00	959.39
Tombstone Road	10,000.00	0.00	0.00	10,000.00
Police-Outside Details	(131,262.14)	736,049.93	744,599.14	(139,811.35)
License to Carry	39,501.00	52,412.35	8,375.00	83,538.35
Fire-Outside Details	(897.00)	19,763.24	18,635.24	231.00
Student Activity	174,602.43	1,311,154.38	1,138,235.64	347,521.17
TOTALS	1,263,458.39	2,345,075.37	2,082,098.69	1,526,435.07

OFFICE OF THE TAX COLLECTOR

Cheryl Accardi, CMMC
Collector

YEAR	7/1/2008					ADDED TO	ADDED TO		6/30/2009
FY2009	Balance	Commitments	Abatements	Refunds	Collections	TAX TITLE	DEFERRED	ADJ	Balance
REAL ESTATE									
2009		53,352,226.57	(295,442.24)	206,134.60	(52,542,188.90)	(56,033.58)	(40,310.80)	(30,581.25)	593,804.40
2008	**438,171.62**			10,576.00	(401,421.40)	(42,435.93)		24.30	4,914.59
2007	(20,826.73)		(197.81)	21,024.54					0.00
TOTAL									598,718.99
EXCISE									
2009		2,387,761.93	(31,270.60)	23,624.64	(2,302,593.99)			77.10	77,599.08
2008	199,256.37	373,399.37	(29,479.27)	25,542.65	(550,331.13)			20.00	18,407.99
2007	22,924.75	7,287.54	(3,921.14)	3,386.45	(20,258.98)			2.19	9,420.81
PRIOR	39,791.55		(560.43)	904.66	(4,252.59)				35,883.19
TOTAL	$ 261,972.67	$ 2,768,448.84	$ (65,231.44)	$ 53,458.40	$ (2,877,436.69)			$ 99.29	141,311.07
PERSONAL PROPERTY									
2009	-	977,400.72	(2,233.17)	3,913.11	(975,833.08)			(656.80)	2,590.78
2008	10,053.25		(2,623.22)	27.99	(7,329.23)				128.79
PRIOR	254.37				(217.15)				37.22
TOTAL									2,756.79
COMMUNITY PRESERVATION ACT									
2009		1,281,340.92	(23,057.92)	2,366.39	(1,242,646.14)	(1,125.87)		(1,270.62)	15,606.76
2008	10,625.30				(9,841.97)	(671.36)			111.97
2007	(624.80)		(5.93)	630.73					0.00
TOTAL									15,718.73

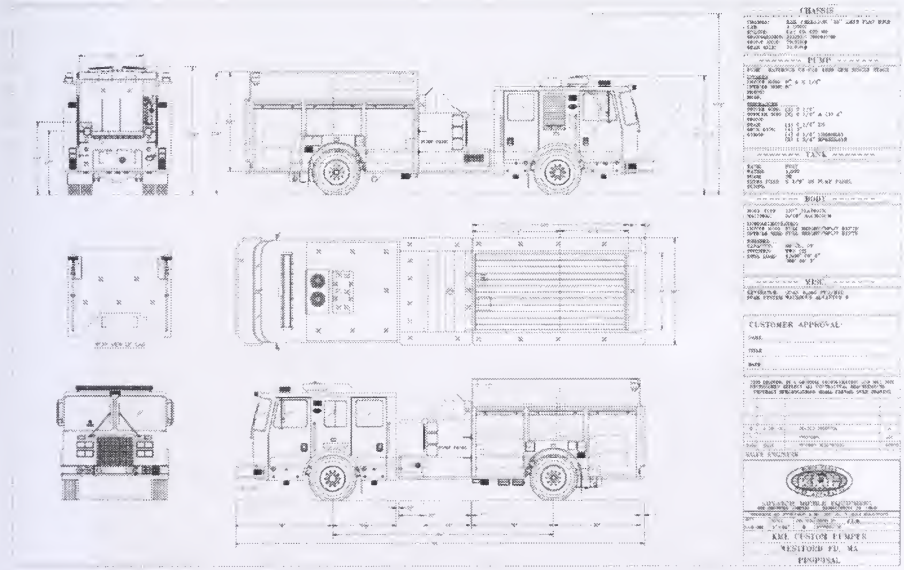
Fire Department

Richard J. Rochon
Fire Chief

I can't believe how fast the years have gone by since 1973 when we had our first permanent Chief George Rogers, who was the only full-time personnel in the fire department until 1985. Capt. Ducharme, Capt. Woitowicz and I were the first permanent firefighter/EMTs hired in 1985 and have seen a lot over the years. As the dynamics of the town changed so did the fire department and the need to increase the full-time personnel to the department to keep pace with the demands of service and the difficulties with maintaining a call force. Although a lot has changed, Westford continues to maintain a small call force to supplement the department when called upon. However, the years have passed rather quickly and the department has seen its first set of retirements from our full-time personnel in the department. Our first retirement this year was with Jim Sheridan in April serving the Town 22 years and then again this past July with Captain Dan O'Donnell serving the Town 38 years and I would like to personally thank each of them for their proud dedication to the department and wish them the best in their retirement. With retirements comes the opportunity for other staff to advance their career. After a lengthy process which included a written exam and oral interviews with Chief Officers from other parts of the Commonwealth, James Barrett was promoted to Captain and David O'Keefe was promoted to Lieutenant, which also allowed us to change the Fire Prevention position to a Lieutenant's position. The Fire Prevention position has been held by Don Parsons for the last 10 years and I would like to congratulate these three individuals for all of their hard work and wish them well on the new challenges that face them.

Capital Program

The department received funding for two capital projects. The first will be the replacement of a 20 year old pumper. The award for this replacement went to KME of Nesquehoning, PA. and we hope to receive the new pumper by late spring of 2010.



Our second capital project was the replacement of the boiler at fire headquarters which was about 20 years old. This included a conversion from oil to natural gas and the installation of a 95% efficient boiler. We hope to see some long term savings from this conversion.

Grants

The Town has again been very fortunate over the last fiscal year with the opportunity and awarding of grants to help offset the town's cost. Our share of grants that we received for the Federal Staffing for Adequate Fire & Emergency Response (SAFER) grant was $269,840. The SAFER grant has given our town the ability to continue to staff the Rogers Station on a 24 hour basis. In addition we received another grant from EOPS (Executive Office of Public Safety), for $16,300. allowing us to install fire detection equipment in our fire station which is now required. This protects our investment in our equipment and saved the town's expense on capital and has been removed from our plan. Our last grant for $4,464.62 this year was from the State for Student Awareness Fire Education (SAFE) allowing us to bring fire education material to the students of Westford. I would like to thank Captain Barrett and Lieutenant Parsons for their hard work over the past year on these grants.

Paramedic Program

The Town of Westford has been with both Emerson Advance Life Support (ALS) and GLEMS ALS services since both groups started some 25years ago and we have a strong professional relationship that I believe will continue in the future. Emerson ALS, has been having financial difficulty over the last several years keeping its service intact, however they are now at a point of eliminating it all together. They have been working with the area Fire Chiefs from the 13 communities for other models to look at and have until October of 2010 to come up with an alternative plan. As the Fire Chief for the Town of Westford, my mission is to be able to provide the best possible care to the residents of Westford. In fact I have been moving towards having our department expand to the Advanced Life Support (ALS) system. It has been part of my 5 year plan and it was also highlighted in the Fire Study that was done for the Town:"the development of expanded Advanced Life Support (ALS) services should be considered, especially if hospital-based ALS systems cease operations." With the events that are occurring at Emerson ALS, I feel it prudent to now bring forward the ability to provide ALS services in-house and have received this approval from the Town Manager and Board of Selectmen this past summer to move in this direction. I would like to thank the committee that we have established specifically to assist in the set up and operational aspects. A tremendous amount of work goes into this process and their contributions are greatly appreciated. The committee members including myself are: Capt Steve Ducharme, Capt. James Barrett, Lt. Bob Benoit, Lt. Mark Valcourt, FF/EMT Jim Lamy and FF/Paramedic Tim Bellemore. We are pleased about the progression of this program and have 2 individuals, Dave Lefebvre and Matt Svatek, that are currently attending paramedic classes to become certified.

Accident – Interstate 495

Training

I would like to thank the Fire and EMS training directors Lt. David O'Keefe and Lt. Robert Benoit for all their hard work during a fiscally challenging budget year to provide training to our personnel and it is my feeling that training is paramount to the service that we provide. As I have said in the past, "A knowledgeable and highly skilled firefighter is more likely to perform their functions in a safe and efficient manner, and is less likely to be injured but also to stay current and safe in an increasingly dangerous working environment." As the economy improves we need to refocus our efforts to this area thus improving our readiness to serve you the residents.

Thank You

I would like to thank Office Manager Joe Joyce for his commitment and hard work throughout the year. I would also like to thank the area Chiefs and department members who support our community with mutual aid when needed. I want to welcome Andy Sheehan as the Assistant Town Manager and thank him as well as Town Manager Jodi Ross and the Board of Selectmen, and department heads for their continued support. I would again like to thank you, the residents for not only your support this year but also the past years, helping us be a better department and better prepared for our community. I would also like to thank my wife Kathy for all of her support all year long and over the years and to Kayla and Maria for their understanding for all the work commitments that keep me from family events and all their hard work in school and sports throughout the year.

Accident – Gooseneck

Fire Chief
Richard J. Rochon

Deputy Fire Chief
Unfilled

Full Time Firefighter/EMTs

A-Group	B-Group	C-Group	D-Group
Captain	**Captain**	**Captain**	**Captain**
Steven R. Ducharme	Joseph T. Targ	James P. Barrett	David A.Woitowiez
Lieutenant	**Lieutenant**	**Lieutenant**	**Lieutenant**
David M. O'Keefe	Robert L. Benoit	Harold A. Fletcher	Mark N. Valcourt
Firefighter/EMTs	**Firefighter/EMTs**	**Firefighter/EMTs**	**Firefighter/EMTs**
Andrew G. Anderson, Jr	Paul Lemieux	William Stone	Shawn P. Girard
James F. Lamy	Ryan Monat	Timothy Hall	David P. Christiana
Shawn M. Ricard	Susan Smith	William Cashman	Timothy A. Bellemore
David A. Deveneentis	Matt Svatek	Michael Denehy	Donald Post
Joseph D. Delpapa, Jr.	Mark Witherell	Daniel A. Britko	Darren Lanier
David McGloughlin	Tim Vigars	David Levebvre	Justin Geneau
Justin Searles		Kristopher Klein	Don Greenwood

On- Call Firefighters and EMTs

EMT	**Firefighter/EMTs**	**Firefighter/EMTs**	**Firefighter/EMTs**
Nancy V. Burns	John Fox	Peter Dennechuk	James R. Klecak
Firefighters	Brian D. Foley	Ernest W. Pudsey	Corey Anderson
Kevin Woitowiez			
Stephen A. Wyke	Donald Greenwood	Michael Cool	**Auxiliaryies**
			Matthew Wyke
James Joncas	Peter Coe	John A. Faiella	Jim Bunyon

Special Assignment Firefighters

EMS Director
Lt. Robert Benoit

Fire Investigation Unit
Lt. Mark Valcourt.

Code Enforcement, Emergency Management Director
Capt. Joseph T. Targ

Fire Training Director
Lt. David O'Keefe

Fire Investigation Unit
Peter Dennechuk

Fire Prevention, Juvenile Fire Setters Program, SAFE, Community Service Officer
Lt. Donald Parsons

Child Car Seat Coordinator
William Stone

Hazardous Materials Tech.
Lt. Harold Fletcher

Website Information and Support
David Christiana
Kristopher Klein

Grants
Captain James Barrett

Fire Alarm Operators/Communications

Colin Osgood

Douglas J Cook

Jody Carroll

David Avery

Office Manager
Jarrod Joyce

Fire Department Call Log

AMBULANCE CALLS	1388
FIRE EMERGENCY RESPONSES	1011
NON-FIRE EMERGENCY RESPONSES	565
PUBLIC ASSISTANCE	259
MUTUAL AID	120
MISCELLANEOUS	9
COOKING FIRE PERMITS	77
BRUSH PERMITS	1467
BLASTS MONITORED	10
AGRICULTURE BURN	0
26F - REFINANCE / RESALE INSPECTIONS	241
26G - NEW CONSTRUCTION INSPECTIONS	81
STATIONS MANNED	0
SHELTERS OPENED	0
FIRE DRILLS	60
STATION 4 CLOSED	0
DELAYED OPENING	0
NO SCHOOL	0
EMERGENCY MANAGEMENT ACTIVATED	0
BLACK POWDER BLAST	0
PRIMER CORD BLAST	23
WORKING ON / SYSTEM TEST	101

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

John Mangiaratti
GIS Coordinator
Bill Kenison
GIS Technician/Project Inspector

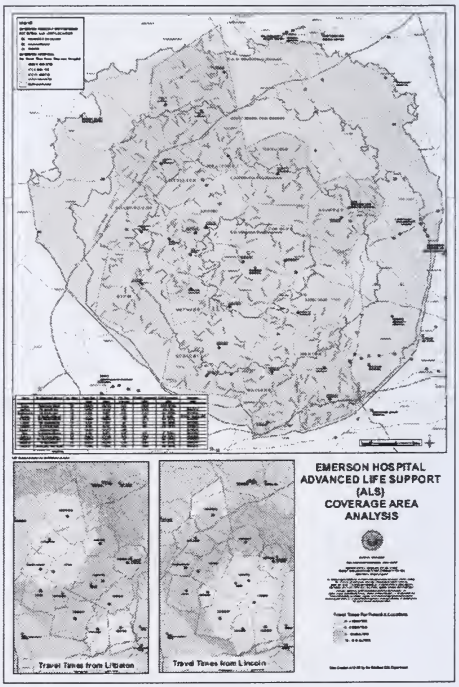
Geographic Information Systems (GIS) is an essential tool in the operations of every town department. It is a type of information management software used to organize, maintain, and display geographic-based information in digital maps. These maps offer different layers and processes to analyze data in order to make more informed decisions. The Westford GIS Department manages the applications that are used to deliver GIS services and maintains all spatial datasets such as parcels, zoning, facilities, streets, water mains, drain pipes and most other town assets. The department also produces all of the maps for the town and provides support to all departments and boards.

In 2009, the department's goals were to continue integrating GIS with other town systems and continue to take steps towards developing a regional GIS program.

A significant milestone for the regional initiative was the development of an accurate and consistent regional parcel map for the communities surrounding Westford. This involved assembling all of the parcel databases from neighboring communities and realigning them to create a one parcel map. Northern Middlesex Council of Governments assisted with this project and performed extensive research to resolve discrepancies along the town borders. All of the neighboring towns except Carlisle were included in this project.

GIS was also utilized to pursue economic development goals in 2009. A map of planned development was created for a series of regional meetings regarding the "Technology Corridor". These meetings resulted in discussions about a potential growth district covering Westford, Littleton, and Boxborough. The Growth District Initiative is a program from the State's Executive Office of Housing & Economic Development (EOHED) to identify development-ready sites and streamline the permitting for projects in those districts. The GIS Department analyzed the zoning districts of each community and generated a series of maps that were used during the discussions of the proposed growth district.

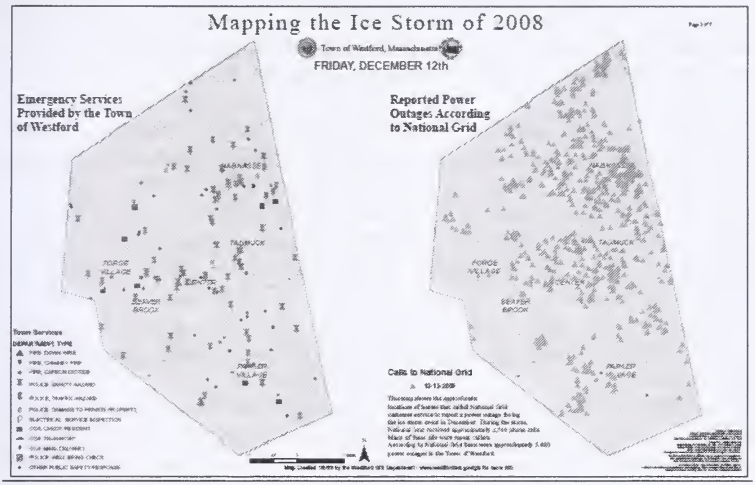
The GIS Department worked with the Fire Chief to develop a series of maps depicting response times from Emerson Hospital to each of the member communities as part of the Advanced Life Support program analysis. These maps were used at regional meetings of representatives from Fire Departments in the area. An example of the maps created for this project is shown to the right.



Coverage Analysis Map for ALS study

Other major projects completed in 2009.

- Developed and distributed a new oblique imagery viewer using the 2008 aerial photographs.
  This viewer utilizes Pictometry software and provides accurate imagery that can be viewed from five different vantage points. This software was installed on workstations in the Police, Fire, Assessor, Engineering and Conservation departments to support their daily operations.
- Created a series of maps that highlighted the damage and the emergency responses that occurred during the winter ice storm event in mid December of 2008. This map series was used during a presentation to over 70 federal, state and local officials to help make an appeal for emergency relief funding. One map from the series is shown below.



Map showing Day 2 of the storm response

- Developed the MyInfo Tool in collaboration with the School Department. This application allows users to search for their address and then view information such as their trash pickup day, school district, bus information, voting precinct, and voter locations.
- Integrated the Westford Geocoder application into Westford's permitting system. This integration allows users to instantly create their own dynamic maps from a subset of permits or applications.
- Completed the water system GIS database with valuable assistance from Water Superintendant, Warren Sweetser.
- Created web based maps for school districts and provided support and mapping for the potential redistricting project.
- Updated the Parcel Lookup Tool website and established it as the gateway application to provide public access to all land management systems.
- Assisted an Eagle Scout with project involving mapping the burial locations of veterans in the municipal cemeteries.

GIS Requests

The GIS Department received and completed more than 40 map and project requests in 2009. These requests came from departments, boards, committees, and the general public. When residents or private organizations request GIS information, a signed release waiver and disclaimer agreement is required. The number of requests for customized maps and data decreased again this year because of the various mapping resources available on the GIS Department website. www.westfordma.gov/gis

Board of Health

The Board of Health, an elected board, oversees the activities of the Westford Health Department including the Health Care Services and the Environmental Services divisions. The board is responsible for developing policies and regulations and for enforcing state health and sanitary codes. The Board of Health's web page is accessible within the Town of Westford's website, the URL for which is: www.westfordma.gov/pages/government.

Zac Cataldo
Chair

Tom Mahanna
Vice-chair

Sue Hanly
Secretary

Joe Guthrie
Joanne Martel

The Board of Health is supported by the following positions:

Sandy Collins, R.N.	Director of Health Care Services /MRC Director
Darren MacCaughey	Director of Environmental Services
Laurie Lessard	Board of Health Senior Secretary
Tracy Griffin	Department Secretary
Tina Grosowsky	Substance Abuse Prevention Coordinator
Lisa Slattery, R.N.	Public Health Nurse
Ellen Donohue, R.N.	Public Health Nurse
Rae Dick	Health Inspector
Arnie Price	Food Inspector
Catherine McLarney /AndreaMcKinley	Registered Dental Hygienists
Michael Harrington	Chief Animal Inspector
Margaret Mizzoni	Animal Inspector
Tim Whitcomb	Animal Inspector
Nancy Burns (grant)	MRC Coordinator

Permit and Services Receipts

Septic	$16,117	Tanning	$ 100
Portable toilets	225	Mantoux Testing	150
Installers	7150	Cholesterol	465
Haulers	1,350	Immunization	14,280
Temp food permits	1,860	Dental	850
Soil evaluation & percolation tests	20,250	Lead testing	40
Pump and water systems	500	Milk and cream	90
Stabling/piggery	675	Camping/hotel/motel	525
Food	16,205	Pool	1000
Frozen dessert	200	Beach	1,200
Mobile food-catering	200	Well	1050
Tobacco	3125	Catering	800
		Fines	2030
		TOTAL	$90,437.

HEALTH CARE SERVICES

Sandy Collins RN,
Director

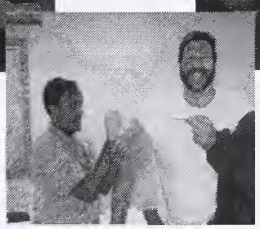
In 2009, the H1N1 influenza emerged worldwide. This virus escalated into a full pandemic. In Massachusetts, 343 persons were hospitalized and 25 people died from H1N1 from April through October. The Centers for Disease Control (CDC) and the World Health Organization (WHO) estimate that between 34 million to 67 million were affected worldwide and 9596 deaths were attributed to the virus through Dec 10.

To confront the H1N1 flu, we developed mitigation strategies to ensure that our department did everything possible to protect the community and town employees. In our schools, we formed an H1N1 task force and distributed gels and masks throughout the schools and within the community. We developed and implemented plans to minimize exposure to the flu.

In collaboration with the CDC, Westford was chosen to be a sentinel site for National Association of County and City Health Officials to evaluate how the disease was spreading across the country. We deployed a surveillance system to contact area daycares, emergency responders, primary practices and businesses. Absenteeism rates are tracked daily to monitor how the disease is impacting the community. The tracking method enables us to make better decisions for closing schools or curtailing public events. We reached out to businesses and town departments to encourage them to develop continuity-of-operations plans if absenteeism rates affected their business operations. We also developed a town-employee policy, which our selectmen adopted to ensure that sick employees remained home if ill.

This H1N1 virus, combined with shortages of vaccine, required our department to roll out an aggressive, tiered immunization plan. The CDC and the Massachusetts Department of Public Health defined the groups that were to receive priority immunization and when such immunizations would be provided. Establishing clinics for both the regular seasonal flu and the H1N1 flu put tremendous strain on the department.

We worked diligently to update the community as the virus spread. We created a web page for H1N1/seasonal flu on www.westfordma.gov to inform residents of the upcoming clinics to supply statistics and current guidance. We provided flu immunization clinics in the schools for both seasonal and H1N1 vaccines. During the months of October through December, we offered 16 flu clinics. We inoculated more than 4500 residents for either seasonal flu or H1N1 flu. These numbers are historic highs.



Without our 550-member trained, pre-credentialed volunteer Upper Merrimack Valley Medical Reserve Corps, this mass immunization effort would not have been possible. Once again, the Upper Merrimack Valley MRC assisted our department by providing vaccinations and clinic services. We could not have done it without them!! We thank all of our volunteers and our coordinator, Nancy Burns, for their tireless contributions. For information about how to join the UMVMRC, please see our web site: www.umvmrc.org

The Health Services Division of the Westford Health Department continued to seek grants to supplement existing programs and services. We received an additional $6000 to continue the dental program for senior citizens. The grants, administered in cooperation with the Cameron Senior Center, provide high-quality dental care for underinsured seniors. We are extremely grateful to the Friends of the Cameron Senior Center, Westford Charitable Foundation, and Dr. Schofield and his staff. This program supplements the health department's school-age dental program, which is administered by our dental hygienists, Catherine McLarney and Andrea McKinley. They provide fluoride treatments and cleanings to students in grades 2-4-6 and screening and education to students in grades 1-3-5.

The Westford Board of Health provides a tobacco control program in Westford with regular tobacco retailer inspections, compliance checks for sales to youth, and worksite and private club inspections. Tina Grosowsky, Substance Abuse Prevention Coordinator, collaborates with other town organizations to provide community forums on substance abuse prevention and parent education. Tina continues to coordinate Westford Against Substance Abuse (WASA) to implement the mission of substance abuse prevention and education in Westford. Tina provides prevention resources and education as requested by the school department, town employees, residents, and groups within Westford. The Board of Health and WASA received a $300 grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) to conduct a Teach In, which is an alcohol prevention program for the fifth grade.

Our public health nurses, Lisa Slattery. R.N. and Ellen Donohue R.N., worked tirelessly through the flu season to provide numerous disease prevention and health promotion programs to residents and town employees. The programs include screenings, immunizations, well-child clinics, pap smears, and tuberculosis testing. We submit follow-up reports on all reported cases of communicable diseases and we visit the homebound who require health supervision. You can access services on www.westfordma.gov/pages/government. As we approach the challenges of 2010, the Health Department remains dedicated to providing the highest quality of health care and to meeting the daily challenges of designing and delivering comprehensive and accessible health services to Westford residents.

The department and board remain grateful to the other town departments, local businesses, volunteers, area professionals, school department and school nurses, and hospitals for their help and support throughout the year.

School Based Dental Program

Total in program: **474**
Total fluoride/cleaning/screening: **84**
Total number of screenings: **391**

Total number of referrals:

Caries: **76**
Orthodontics: **89**
Sealants: **199**

Totals by class

Kindergarten: **98**	2nd grade: **46**	4th grade: **31**	6th grade: **9**
Pre/1st grade: **116**	3rd grade: **105**	5th grade: **72**	

Reported Communicable Diseases

Yersiniosis	1
Mumps	1
Salmonella	2
Babesiosis	1
Giardia	1
Hepatitis B/Hepatitis C	8
Campylobacter	4
Lyme	47
Varicella	6
Cryptosporidiosis	2
Rocky Mounted Spotted Fever	1
Strep pneumonia	1
Strep Group A / Group B	3
Influenza	2
Agranulocytic aplasmosis	2

Clinics

Seasonal Flu inoculations	3500
H1N1 (through mid Dec)	1285
Pneumonia inoculations	46
Tuberculosis testing	50
Immunizations	135
Pap smear clinic	11
Home visit	45
Lead screening	1
Cholesterol screening	25
Hearing Clinics	20
Hypertension screenings	355

ENVIRONMENTAL SERVICES

Darren R. MacCaughey,
Director

Environmental Services carries out various programs designed to comply with Federal, State and local environmental regulatory requirements. In the interests of protecting public health, safety, and the environment, Environmental Services reviewed applications, issued permits and performed numerous on-site inspections to support the following:

Applications Reviewed/Permits Approved

Septic Related	
Septic Haulers/Installers	77
Soil Evaluations & Percolation Testing	81
System Construction	147
Title 5 Inspections Reviewed	231
Well/Water System Related	
Wells/Water Systems	26
Recreational Water Related	
Bathing Beaches	12
Bathing Beach Inspections/Testing	180
Swimming Pools	17
Swimming Pool Inspections	21
Camp/Camping Related	
Day/Overnight & Recreational Camps	3
Inspections Conducted	3
Food Service Related	
Annual Establishments	132
Catering Licenses	8
Food Establishment Complaints	14
Food Establishment Plans Reviewed:	5
Seasonal Establishments	21
Temporary Events	111
Other (Frozen Dessert, Milk & Cream, etc.)	107
Miscellaneous	
Housing Inspections	9
Beaver Inspections/Complaints	8
Building Permits (*approximate)	>200*
Stabling & Piggery Permits/Inspection:	25

In addition to the above permits and inspections, Environmental Services spends considerable additional time reviewing and providing comments to other Town departments, boards, and committees, the majority of which are for the Planning & Zoning Boards. These *Requests For Comment* (RFC's) typically involve commercial and/or residential subdivisions, site-plans, special permit applications, hazardous materials storage, and the like.

This year's reviews included a proposed asphalt manufacturing facility (Groton Road), Boch Honda West (Littleton Road), the Cameron Senior Center Expansion, Cornerstone Square-Remand, Fielding Estates (revision), Graceful Way (Plain Road), Graniteville Woods (revision), Kimball Farms (expansion), Laughton Farms, and the Town Hall (renovation and expansion, see photo top of next page) to name just a few.

Through our Food Program, seven new food establishments licensed in 2009. They are; Corporate Chefs Lucent (at 1 Robbins Road), The Goddard School (Concord Road), Elaine's Gourmet Pretzels, Anne Cronin's Gluten Free products, Plimouth Lollipop, Roudenbush Adult Day Care and an additional permit for Fiesta Shows at Nashoba Valley Ski Area. Five businesses closed in 2009; they were Sweet Peas, Village Breakfast, Kolava Market, Café Goa and Fran's Franks and Things. Another successful Farmers' Market on the Common season saw twenty-five food vendors permitted and inspected. During the course of the year agents from the Board of Health responded to fourteen food-related complaints across Town.

Also in 2009, Environmental Services was again able to offer a Certified Food Protection Managers' Class (at cost, photo above right) for local businesses, clubs, non-profits and other organizations. Taught by staff Food Inspector Arnie Price, thirty two people participated.

As required by the MA Department of Public Health (DPH), all public/semi-public pools and bathing beaches require annual inspections conducted by the Board. The bathing beaches themselves must be tested for water quality (E coli only) on a weekly basis between Memorial Day and Labor Day. The Westford Health Department did not have to close any beaches this beach season due to unacceptable bacteriological levels. Beaches that are closed by the Board of Health remain closed and posted as such until testing shows a lack of contamination. Weekly testing results are posted on-line on BOH's website under "Beach Results".

This year the DPH's State Laboratory did not allow the collection and testing of dead birds; however, Westford still continues to monitor for the presence of West Nile Virus (WNV) and Eastern Equine Encephalitis Virus (EEE) through efforts of the Central Massachusetts Mosquito

Control Program (CMMCP) of which Westford is a member. Through CMMCP'S mosquito trapping/testing, it was confirmed in early August that WNV was present in the active mosquito population between Plain and Lowell Roads and as a precaution, Westford elected to spray mosquito adulticide in those areas (shown in red, on previous page). Even though there were no positive transmissions to humans in MA this year, WNV and EEE is expected to exist in the mosquito population at any given time and as always, to reduce the risk of becoming infected, residents are urged to wear protective clothing, use insect repellent, and minimize outdoor exposure during the hours around dawn and dusk, this in addition to reducing mosquito breeding habitat around your home by eliminating stagnant or standing water-laden containers that can hold water for more than a few days.

Animal Health Inspector

Michael E. Harrington
Chief Animal Health Inspector

Meg Mizzoni
Tim Whitcomb
Assistant Animal Health Inspectors

Animal Health Inspectors are responsible for the Issuance of Quarantines for animal bites, the submission of suspected rabid or diseased animals to Massachusetts Dept. of Public Health for testing, and Barn Inspections. In 2009 Animal Inspectors completed:

- 24 Barn Inspections to ensure all animals were properly inoculated, given adequate housing, care and nutrition.
- 64 Quarantines issued for animals involved in either bites on humans or animals with wounds of unknown origin, in order to prevent the spread of rabies.
- 12 animals sent to the State Rabies lab for testing.
- 10 complaints regarding water fowl and health issues.

In addition, Animal Health Inspectors hosted the annual Rabies Vaccination Clinic and assisted the Town Clerk's office in the licensing of dogs at the Rabies Clinic.

Highway Department

The Highway Department from January 1, 2009 through November 1, 2009 performed the following work.

Richard J. Barrett Jr.
Superintendent of Streets

Town Roads
Regular maintenance and repair of town roads consisted of cleaning and repairing of catch basins and manholes, the cutting of brush on the sides of the roadways, repair of guardrails, patching and sweeping of roads and municipal parking lots. The Highway Department also grades all town gravel roads, installs berms and curbing, cuts and clears trees from roadways during and after storms.

This year 9,300 tons of bituminous concrete was used for repair and maintenance of town roads.

Roads Resurfaced
The following streets were resurfaced with bituminous concrete or treated stone and asphalt.

Vose Road	Roberts Road
Jefferson Road	Greenwood Road
Portion of Concord Road	Forge Village Road
Patten Road	Portion of Tenney Road
Grove Street	Knoll Road
Portion of Edwards Ave.	

Drainage Town Roads

Patten Road	1 Catch Basin, 60' of 12" Pipe
Oak Hill Road	1 Catch Basin, 20' of 12" Pipe
Oak Hill Road	120' of 18" Pipe
Cold Spring Road	80' of 12" Leach Pipe

In addition to the above drainage the department replaced or installed 20 new catch basins.

Snow and Ice Removal
The Town of Westford Highway Department, in the interest of public safety and the convenience to motorists, cleared the snow and ice from approximately 175 miles of roadway. In this process the town used 3,820 tons of road salt, 700 tons of sand and 5,000 gallons of a liquid anti-icing product.

Following are the dates the Highway Department was called out to treat or plow the Town roads:

January 5	Freezing Rain	Salt/Sand
January 7	3" Snow/Ice	Salt/Sand/Plow
January 8	Snow Showers	Salt/Sand
January 10	7" Snow	Salt/Sand/Plow
January 18	9" Snow	Salt/Sand/Plow
January 19	5" Snow	Salt/Sand/Plow
January 28	6" Snow/Ice/Rain	Salt/Sand/Plow
February 3	3" Snow	Salt/Sand/Plow
February 18	2.5" Snow/Sleet/Rain	Salt/Sand
February 20	2" Snow/Rain	Salt/Sand
February 22, 23	3" Snow/Rain	Salt/Sand/Plow
March 1	Light Snow	Salt/Sand
March 2, 3	10" Wet Snow	Salt/Sand/Plow
March 9	4" Wet Snow	Salt/Sand/Plow

Brush Debris from December 2008 Ice Storm
From March 28, 2009 until May 9, 2009 the Highway Department along with Northern Tree worked diligently to remove curbside debris from the December ice storm. During this operation a total of 435 truck loads totaling 23,263 cubic yards of debris were removed from the town right-of-ways. The Highway Department personnel also manned a weekend debris dump during the same period and processed 881 vehicle loads of debris. This was a large undertaking by the department and we are proud to say a very successful one.

We must remember that this is New England and that we should all be prepared for whatever Mother Nature dishes out to us. I would also like to thank all of the residents for their patience and cooperation in assisting us with these events.

I wish to express my sincere thanks to the Board of Selectmen and Town Manager for their full cooperation and to all members of the Highway Department.

2009 cleanup from the December 2008 ice storm

2009 Brush Dump at the Highway Garage

Historical Commission

The Westford Historical Commission meets on the third Wednesday of the month, 7 PM at 4 Boston Road. Additional meeting dates, meeting minutes and other information can be found on our website at www.westfordma.gov/historical. In addition to the officers listed here members also include, Jim Zegowitz, Brad Heath, Jack Mangan, and alternates Jane Hinckley and Phil Gilbert.

Stacey M. Perron
Chairperson

John Cunniffe
Vice Chair

Sally Benedict
Treasurer

Robert Stafford
Secretary

Brad Heath
Jack Mangan

Demolition Delay Bylaw

During 2009, the Historical Commission reviewed only two demolition applications which fit the criteria of the Demolition Delay Bylaw. This is a decrease from the nine applications reviewed in 2008. Extensive renovations had been done in these properties, removing any architecturally historical significance, resulting in approval for demolition.

In 2006, the Historical Commission voted to invoke the Demolition Delay Bylaw in response to a Demolition Application for a house at 76 Lowell Road. The property owner worked with the Historical Commission and Zoning Board of Appeals to extend the demolition delay by one year, in the hope of saving the property. This year the property owner came to the Commission with the desire to finalize all permits in order to demolish the house. As this property owner was able to show that all requirements made in the agreement with the ZBA had been met, the Demolition Application was signed. The house and grounds have been extensively photographed for documentation.

Community Preservation Projects

The Historical Commission supported the following applications for funding by the Community Preservation Committee:

- Restoration projects at Sargent School- restoration and painting of wood clapboards, and roof replacement
- Restoration of original Greek windows in the Mary Atwood Room of the Library
- Continued restoration and archiving of Town records
- Restoration of headstones located in Westford cemeteries which are listed on the National Register of Historic Places
- The renovation/expansion of Town Hall and the Cameron Senior Center. The Historical Commission has worked closely with the Permanent Town Building Committee to insure that the architectural and historical significance of both of these buildings is respected as these projects are undertaken.

Town Wide Archaeological Survey

One of the Historical Commission's goals for this year was to begin the archeological survey for which CPC funding was approved in 2007. In July of this year the Public Archaeology Laboratory, Inc. (PAL) was chosen to perform this survey. This project will be completed in four phases over the course of a year or more, with PAL working closely with the Westford Historical Commission and the Massachusetts Historical Commission. The result will be a summary of all of PAL's research, an outline of management recommendations, a list of known archaeological sites and their National Register eligibility, and town wide maps of known site locations and archaeologically sensitive areas.

Museum and Cottage Maintenance

In May, the body of the Museum was painted by Mike Moran Painting. Research verified that the color of the building when first built as the original Westford Academy was a shade of green. Many different colors were found as clapboards were prepped, and the color chosen is as close as possible to the original. A piece of decorative molding on the front of the building was found to be rotten, and was replaced with a piece which was hand crafted by Dan Lacroix, President of the Westford Historical Society. The Commission would like to thank him for his time and talent.

In September, Moran Painting returned to paint the cupola of the Museum.
The oil tank in the Museum is slated to be replaced in December by Air Solutions.

Goals for 2010

The Historical Commission will continue its five year plan for capital improvements of the Museum building and the building we call the "Cottage".

The Commission met several times this year to work on our Preservation Plan, but have not completed the document. We are considering consulting with a preservation planner in the coming year for more direction.

We will install signage for the remainder of the designated Scenic Roads and Historic Districts, and will begin replacement of worn signs.

MUSEUM & HISTORICAL SOCIETY

Website: www.westford.com/museum Email: museum@westford.com

The Westford Historical Society (WHS) is committed to stimulating interest in the history of the Westford community by collecting, preserving and sharing our unique cultural heritage. To achieve this purpose it supports research and encourages the preservation of historical documents, photographs, relics and sites, offers exhibits, and provides educational and cultural programs. Board meetings are held on the 4th Wednesday of each month at 7:15 p.m. in the Museum Cottage.

Executive Board Members:

Dan Lacroix
President

Robert Oliphant
Vice President

Robert Shaw
Treasurer

Elizabeth Elliott
Secretary

Penny Lacroix
Museum Director

Members at Large:

Bill Barnett
Jim Bogue
Jim Clark
Doug Cook
Gail Connolly
Erin Dubinski
Geoff Hall
Mike Harde
Patti Mason
Beth Shaw
Bob Shaw
Newell Tillman

Visitors

The Museum is located at 2 Boston Road in the original Westford Academy building. The Museum office (located in the cottage at 4 Boston Road) is usually open Monday, Wednesday and Friday 9 a.m. to 1 p.m.

In 2009, the museum hosted a total of over 1900 visitors for folk concerts (319), meetings & events (789), 3rd grade tours (455) and regular museum visits (356). In addition, about 50 researchers came by the office and museum for various purposes, many of whom were motivated by the Westford Knight.

Visitors enjoyed the Westford Whale through the spring of 2009 and then a railroad exhibit, which opened the day of the Apple Blossom Parade in April. The Middlesex County Model Railroad Club filled the first level of the museum with their traveling model trains for almost two months. This dovetailed nicely with the 2nd annual student photo contest, which featured railroads in Westford. A handworks exhibit is on display through the winter.

Two interns worked at the museum during 2009: Carly Hallion, a 2009 Westford Academy graduate, and Nora Newhard, a 2005 WA graduate, who is now in a master's program at Clark University. Both have made valuable contributions to collections management, research and general operations.

Public Events

- Spinners from far and wide came to enjoy the annual St. Distaff's Day celebration in January. The Westford Area Spinners continue to meet informally at the museum twice monthly.
- Carrie Midura provided a two-part antique clothing assessment for members of the community.
- The February book discussion, led by Ellen Harde, brought old house appreciators to the museum to examine *New Old Houses of Westford.*
- Graham Phillips, a Princeton graduate, gave a captivating multimedia presentation about his experiences with the US Army in Baghdad to an audience of many new faces.
- Tom Macy and Pat Bridgman returned for a sold-out evening presentation featuring the letters of John and Abigail Adams.

- The Westford Minutemen held an open house at the museum in March, and just in time for Patriot's Day, WHS President and Colonel of the Westford Minutemen, Dan Lacroix, enlightened attendees with information from his research on *Westford in the Revolution*. He reprised the talk for a group of Westford Newcomers in November.
- David Brody's *Cabal of the Westford Knight* book signing and presentation brought a huge Sunday afternoon crowd to the museum; his book will be used for the February 2010 book discussion.
- The third annual Holiday Event and Serenaders' concert was held in December.
- Nine Folk Concerts were held at the Museum.

Projects and Activities

Technology has played a bigger role than ever this year at the WHS. The face of the Museum is featured on its own Facebook page and "tweets" on Twitter. Four additional *Museum Musings* community access television shows were produced since last year. An e-newsletter was initiated, and membership and contact information are now being securely managed online.

Projects completed this year include transcription of several of the Atwood diaries, inventorying and organizing the collection of school books, editing and re-publishing *New Old Houses of Westford*, and sorting and organizing piles of Westford Town Reports. A cemetery cataloging project is underway by a local Eagle Scout candidate, Jesse Crane, in cooperation with the WHS and several town departments. Jesse's project focuses on deceased veterans, but the catalog has the potential to expand to all people buried in Westford. In addition, a project is underway to index Westford's vital records to make them more searchable and accessible for researchers.

The WHS continues to enjoy the mutual benefits of association with Westford Academy. The WA Museum Club efforts at the WA Bazaar in December brought a pleasing holiday boost to store sales. The students also helped with various projects at the museum and did a fantastic job as 3rd grade tour guides. Other cooperation with WA includes the Westford History Research prizes, which the WHS offers to Academy students each year, and support to the Westford History classes at the school. This fall, both sections of the class visited the museum for a behind-the-scenes tour and introduction to WHS resources.

A significant acquisition this year was the Westford 2008 quilt, made by the Nashoba Quilters, which was donated to the museum by the group. After being exhibited in the museum, the long term plan for the quilt is to hang in the Town Hall once renovations have been completed.

The WHS was the beneficiary of two grants this past year. A *Caring for Collections* bookshelf was awarded by the IMLS, and we were awarded a mini-grant from the Greater Lowell Community Foundation to help control humidity and climate in the basement of the museum.

In the Museum Shop, local books and books by Westford authors, Westford pottery, and children's hats and bonnets continue to be the biggest sellers. The variety of Westford-related goods brings people to the shop for graduation gifts, good-bye remembrances and personal interest.

Despite broad outreach through the media, varied programs and the worldwide web, membership for 2008-2009 was down by 30 people from the previous year. In an effort to bring back some past members and introduce new ones, a bulk mailing was sent out to two of the villages in town this fall.

Volunteers

The museum building and cottage are being well-tended both from within the WHS and by the town. The town arranged for the exterior of the museum and the cupola to be painted. Research into the early color of the building led to choosing California Paints' "Sycamore Stand" for the clapboards. Several members and friends spent a morning in September sprucing up the landscaping around the cottage and museum.

As always, volunteers are critical to the smooth and efficient operations of the Westford Historical Society and Museum. Planning and executing events, caring for and exhibiting collections, accessioning new acquisitions, and researching and assisting with inquiries are only a few of the multitude of tasks that could not be accomplished without a faithful crew of willing and active participants.

The PCA and the steeple of the First Parish Church United taken from the cupola of the Museum atop the Museum building.

The water tower on Prospect Hill as seen from the Museum cupola

Housing Authority

Christine Pude
Executive Director

Phyllis Koulouras
Carol Engel
Muriel Drake
Carl Lyman
Scott Hazelton

The Westford Housing Authority (WHA), established in 1971, is the local body responsible for the expenditure of State and Federal housing grants. The Authority currently owns and manages 73 units of housing for the elderly and disabled, six units of family rental housing and eight units of housing for people with special needs. In addition to the public housing inventory, the Authority also owns three condo units at the Brookside Mill Condominium Complex. These homes are rented to moderate-income tenants. The WHA's housing programs are subsidized and regulated by the Commonwealth and receive no funding through Westford's annual budget.

A Board of Commissioners, four of whom are elected by the town for five-year terms and one who is appointed by the Governor, set policy and oversee the Authority's operations. The Executive Director and her staff carry out the day-to-day activities. Board members meet monthly on the second Thursday of the month at 7pm, alternating locations between senior developments located at 65 Tadmuck Road and 7 Cross Street.

In the May town election Muriel Drake was re-elected to a new five-year term that will expire in 2014.

In April 2009, the Village at Mystery Spring supportive living development for seniors opened its doors to 36 new residents. The opening of this building was the culmination of over nine years of effort by the Housing Authority in conjunction with Elder Services of the Merrimack Valley to bring this project to fruition. The WHA acts as the property manager for this federally-funded program, working closely with the Chelmsford Housing Authority, the management agent. At the end of 2009 there are over twenty-five seniors on the waiting list for this building.

In October of 2009 the Housing Authority concluded its first year as the one-stop affordable housing resource for the Town of Westford. By serving as staff to the Affordable Housing Committee and the Affordable Housing Trust Fund, the Authority has been able to coordinate and oversee all aspects of the affordable housing program in Westford. This allows townspeople to call only one agency to get answers to their questions regarding the purchase, re-sale or construction of affordable units. Residents may contact the Housing Authority by phone or at westfordhousing@westfordma.gov. At the end of 2009, the Authority was working with Common Ground Development Corporation on the expansion of family housing at the Stony Brook complex. In addition, a proposal to build five to ten affordable rental units for veterans returning home from service to our country was also being explored.

HUMAN RESOURCES DEPARTMENT

Personnel Advisory Committee
Elizabeth Michaud
Sue Flint
Jerry Berkowitz

The Human Resources web page can be found at www.westfordma.gov under Town Departments.

Pamela H. Tebbetts
Director of Human Resources

Bettianne Steffero
Benefits Coordinator

Debbie Fleming
Administrative Assistant

In 2009, the Human Resources Department successfully went out to bid for all of the town and schools health and voluntary insurances. This process resulted in obtaining:

- 5.5% health insurance renewal from the potential rate cap of 9% resulting in a calendar year savings of $214,000. Trend is currently at 14% (the rate of medical inflation including prescription drugs).
- 0% premium increase for the voluntary dental insurance – second year of a two-year rate guarantee.
- Continued rate hold for voluntary Life, Short Term & Long Term Disability.
- 10% premium reduction for the $10,000 life insurance.

The Human Resources Department works closely with all departments, employees and retirees and ensures compliance with state, federal and local personnel laws and regulations. Some of the areas that the HR Office is responsible for include: ADA compliance; workers compensation reporting for town & schools; retirement in conjunction with the Middlesex Retirement System & PEREC; maintenance of retiree database for town and schools; retiree mailings for town and schools; flexible & premium spending accounts; Family Medical Leave Act leaves; accruals; Human Resource Information System; administration of the Employment Pay and Classification Plan; plan administration and going out to bid for all insurances for town and schools; credible coverage notices and general notices for town and school; surveys; open enrollment for Town and schools; self-pay and COBRA payments; audit bills; authorize and submitting payments to the Accounting Department; turn over checks to the Treasurer for town and schools; administration of long term disability, short term disability and life insurance plans; administration of police & fire accident insurance (111F); Medicare Part "D" reporting for town and schools, monthly benefit audits of withholdings; and maintaining all permanent personnel records.

Communication is always a priority. The Town and School Human Resource Departments work closely on a daily basis. Internal technological initiatives are continually being looked at and the department is always looking for ways to improve efficiency and effectiveness in all areas.

J. V. Fletcher Library

This Library Report is dedicated to Catherine Carroll, Head of Technical Services, who retired in November 2009 after thirty-seven years of dedicated public service to the Westford community.

Ellen Rainville, Library Director

The J. V. Fletcher Library experienced its busiest year ever, setting a record for material circulation, inter-library loans and meeting room reservations while offering new programs and services on reduced staffing. On average 870 patrons a day visited the library for its 311-day service year. Over 606,000 patrons logged onto the library's busy website: www.westfordlibrary.org. While other area libraries were forced to reduce hours and services in light of the financial recession, the Fletcher Library has so far managed to retain seven-day service despite unfilled staff retirements and implement new efficiencies and technologies to increase programs and services.

Initiatives, Technologies and Collections:
In response to patron requests, the library installed a *Fax24 Public Fax* machine for use via credit or debit card in the Reference Area. The new website (unveiled October 17, 2008) continued to be embellished and enhanced by staff; a *Translate* link was created so patrons could translate the library website from English into other languages. All ten public computers were installed with Chinese characters to facilitate searching by our Chinese demographic. The Merrimack Valley Library Consortium (MVLC) made a final upgrade to the network automated system, and voted (with two other Massachusetts networks) to proceed with a tri-network grant initiative to investigate and create a customized-cost-saving, open source library system. Thanks are extended here to Chris McClure, IT Director, who oversaw the migration of the library public computers to VDI (Virtual Desktop Interface) technology in a pilot program to realize the cost-efficiencies and savings of this new technology.

In a push to provide increased remote, 24-7 access to the library and its collections, the database offerings of the library swelled to include the following new resources: *Ancient and Medieval World, Contemporary Criticism Select, Food and Nutrition, Global Road Warrior, Great American Authors, Great World Writers, International Wildlife, Literary Resource Center, Magill's Medical Guide, Mango Languages, Musicians and Composers of the 20th Century, Popular Contemporary Authors, Salem Health Cancer, Salem Press History, Sharpe U.S. History and Culture.*

Programs:
Youth Services experienced a year of breakneck pace in serving the youth of Westford. Children's book circulation experienced an 8% increase over last year, outpacing the average for other collections (which increased only 6.22%). Storytimes saw attendance swell to record-breaking numbers and toddlers filled the newly-renovated play area, made possible by last year's Friends' Annual Appeal donations. 'Tweens and 'Teens met for *Manga* events, Young Adult Advisory board meetings and signed up for the new "*Fletcher Shutter Bugs: a Teen Photo Club.*" Eighteen hundred Westford youngsters and youths signed up for the Children's and Young Adult Summer Reading Programs which offered summer months jam-packed with twenty-two events featuring exotic animals, The Museum of Science's Traveling Star Lab, Wii Gaming Tournaments, Chocolate Bingo, and much more. The Youth Services Division extends a special thank you to Westford's school library teachers who coordinated our school outreach visits (27 presentations in all) to promote "*Reading is a Blast*" and "*Teen Survivor Outback: Going on a Readabout.*" Thanks are due here to Assistant Director India Nolen, who added the title of Head of Youth Services to her responsibilities, and to all the Youth Services staff who maintained such creativity, flexibility and energy during a busy, under-staffed year.

The library continued its full panoply of *Storytimes, Pajama Times, Book Worms, Wiggle Words, Monkey Business, Baby Lap Time, Book Bunch, Mother Goose Times, Library Book Discussion Group, Internet Classes,* and unveiling of the Summer Reading Program theme via participation in the Apple Blossom Parade. (Adult readers and parents joined the "Centsible Summer" Reading Program). The *Link to Literacy ESL Program* was re-vitalized under volunteer coordinator Elizabeth Elliott. Additionally, the library opened its doors monthly to the Senior Book Discussion Group (displaced during the addition/renovation of the Cameron Senior Center) and in July initiated the weekly *Westford Job Seekers Network*.

This new library-based weekly service was launched Wednesday, July 8, 2009 in response to rising unemployment numbers within the community — Westford unemployment increased from 4.5% in September 2008 to 8.6% (or 1,016 individual job losses) in September 2009. Initiated and organized to assist those who had experienced job loss or were anticipating a career change, *Westford Job Seekers Network* provided guest speakers, experts in the job search process and career development, effective job search techniques, and resources to assist attendees in job or career transition. The initial meeting attracted 30 people of diverse work backgrounds and age, and attendance and participation swelled from that meeting forward. From July 8 through December 16 over 1,888 attendees partook of this new service – several crediting the networking group for landing a new job — and benefitted from weekly program topics such as:

- *Faced with losing your job or already unemployed?*
- *Avoid more unpleasant surprises at tax time*
- *Making a Good First Impression/Nailing the Job Interview*
- *Down and Dirty Resumes*

Kudos go to *Westford Job Seekers Network* volunteers Barbara Yates, Emmanuelle (Emma) Lacrosaz-Rouanet, and Wendy Gloyd, as well as Library Liaison Dina Kanabar (Systems Librarian and Head of Technical Services) who organized, oversaw and energized this critical new (and on-going) public service on essentially no budget.

Gift- and Grant-Funded Initiatives:
The library thanks here those generous donors who gave memorial gifts to the J. V. Fletcher Library *Memorial Book and Gift Account* to purchase titles in memory or celebration of loved ones: most notably, those made in honor of the late Friends' Treasurer and Book Sale coordinator Janiece Greenberg, who died unexpectedly on August 24. Janiece had volunteered her services to the Friends of the J. V. Fletcher Library, Inc. from 1992 until relocating out of Westford over a decade later. Her many contributions and her presence are missed by all.

Again the library was awarded $600 under the Northeast Massachusetts Regional Library System (NMRLS) Supplementary Deposit Grant to enhance the ever-popular Large Print collection. The library thanks the Community Preservation Committee for supporting Community Preservation Act (CPA) funding to preserve the Mary Atwood Hall Greek Revival Windows in FY10. Kristina Leedberg, Head of Reference and Information Services, oversaw the Center for Excellence Grant funded through the *Lifelong Access Libraries and Atlantic Philanthropies Grant* administered through NMRLS; programs offered in addition to the monthly Senior Book Discussion group included:

- *Struggling with the Juggling: Learning to Cope as a Member of the Sandwich Generation* (Elder Services of the Merrimack Valley)
- *How to Get Rid of Anything on the Internet Utilizing Ebay, Craigslist, and Freecycle* (Cliff McGann)
- *Reinventing Retirement* and *Retiring? What to Do With the Rest of Your Life* (both by Roberta Taylor)

- *"Downsizing without the Drama"* (Two sessions by professional organizer, Maxine Gautier)

Restored ceiling of the Mary Atwood Lecture Hall

Thanks go to the Westford Garden Club for not only funding the library's Tower Hill Museum Pass but for graciously beautifying the library's front entry with decorative filled urns throughout the year. Thanks are due also to the 234 donors to the Friends' *2008 Annual Appeal* which raised funds for Phase IV of the *Library Improvement Project* — the renovation, refurbishment and restoration of the Mary Atwood Lecture Hall on the library's third floor. This April-May renovation was completed just in time to provide a weekly meeting site for the *Westford Job Seekers Network*. Residents may thank the Friends of the J. V. Fletcher Library, Inc. as well for the fall 2009 *"Stock the Stacks" Annual Appeal* campaign conducted to offset book funds frozen by, and returned to, the Town.

Administrative and Fiscal News:
Again in 2009, the Friends of the J. V. Fletcher Library Inc. supported the materials budget with a $23,000 gift, and one-half of the library's MVLC annual membership was paid with State Aid to Public Libraries funds. The Library administration re-organized staff and positions, and centralized and automated on-line ordering and materials acquisitions in order to create efficiencies in light of unfilled position vacancies. At the end of FY09, the library department returned over $75,000 in frozen funds to the Town and met the Town Manager's target for reduced funding in FY10, while retaining State certification, maintaining service hours and increasing programs and collections.

Professional Development, Personnel and Volunteers:
Library staff remained active or pursued professional development in local, regional, network, and state professional organizations. The Library Director was recruited for numerous network and Town committees and task forces — working on the Pandemic Policy for the new H1N1 virus was a hallmark of the year. The Board of Library Trustees is here thanked for their underwriting of professional memberships and conference attendance for multiple staff.

Special note must be made here of the multiple staff members who added duties and responsibilities to their positions to absorb two full-time vacancies created by retirements in FY08, followed by a third retirement in FY09: India Nolen, Assistant Director added Head of Youth Services to her position, while Dina Kanabar, System/Automation Manager added Head of Technical Services upon the retirement of Catherine Carroll, former Head of Technical Services. Holly Sheridan-Pritchard, Head of Circulation, absorbed all Library Page supervision, while Kristina Leedberg, Head of Reference and Information Services added numerous administrative and publicity responsibilities. Acquisitions and Cataloging staff are especially thanked for their hard work in light of Ms. Carroll's retirement. All management and union staff are here thanked for their flexibility, creativity, initiative and increased responsibility as the library absorbed positions to be better poised for an uncertain fiscal future. Additionally, our numerous wonderful volunteers of all ages are thanked for performing critical tasks without which the library could not function.

Catherine Carroll, Head of Technical Services, retired this November 2009 after thirty-seven years of dedicated public service to the Westford community. Cathy's work ethic was

remarkable — over several decades of service she did not take a single sick day, such was her commitment to our patrons. Whether she was waiting upon the public at a service desk, or cataloguing behind the scenes shoulder-to-shoulder with her staff — Cathy's unwavering priority was to provide excellent customer service.

Space and Facility Goal:
While the library's public spaces, and the patrons who frequent them, have benefitted enormously from the four-phase *Library Improvement Project*, the Library Trustees and administration continue to identify facility inadequacies that have begun to constrain collections and genres, impact technological offerings, limit programs, and result in diminished public library outreach and service to the community. While completely aware of the current fiscal climate, the Board of Library Trustees and library administration have begun touring other public libraries and planning for 21st century library services in a facility designed for those services. This initiative and vision continues in the hope of competitively poising Westford for the Commonwealth's next *Public Library Construction Gran*t round.

Library Staffing 2009:
Director — Ellen D. Rainville
Asst. Director/Head of Adult Services and Youth Services — India Nolen
Senior Librarians:
Head of Circulation — Holly Sheridan-Pritchard
Automation/Systems Manager — Dina Kanabar ***also Head of Technical Services as of 11/2/09***
Head of Reference & Information Services — Kristina Leedberg
Head of Technical Services — Catherine Carroll **(retired 11/2/09)**
Staff Librarians:
Branch Manager (Bookmobile) — Maureen Barry
ILL/Serials Librarian — Sarah Regan
Young Adult Specialist/Asst. Youth Services — Kira McGann; Judy Heron
Local History/Genealogist — Virginia Moore
Library Associates:
Cataloger/Classifier — Alla Brovina
Fine Arts/AV Librarian/Acquisitions/Fund Accounting — Carol McCahon
Juvenile Reference/Program Assistants — Ellen Apicco; Jacki Dibble; Seana Rabbito
Data Entry & Statistics/Patron Registration — Pat Matheson
Circulation and Reader's Advisory — Jean Butler; Judy Madsen, Paula McWilliams; Leigh Nallen; Deborah Santoro; Seana Rabbito
Library Technicians:
Order and Acquisition Receiving — Karen Welz
Inter-Library Loan Support — Mary Bowser
Bookmobile, Periodical and Inter-Library Loan Support — Amy Spadano
Maintenance Worker I — Dennis Mulligan
Maintenance Worker II —Evelyn Desharnais; Carole Climo
Records Supervisor/Administrative Analyst — Zoe Daniel (***temporary Diane Collias from Dec. 7)***
Library Pages (4)
Volunteers (contributing on average 32 hours per week)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Yr. To Date Total
Adult Books	10,350	8,436	8,927	8,372	7,642	7,766	8,668	8,478	9,834	9,333	8,523	10,112	106,441
Children's Books	14,249	10,513	9,620	9,093	9,135	8,136	9,544	10,082	11,051	10,084	9,012	13,838	124,357
Adult Magazines	915	671	750	800	715	689	807	847	844	802	702	871	9,413
Children's Magazines	224	169	109	127	142	122	112	185	193	133	117	156	1,789
Adult CD's	2,498	2,158	2,180	2,362	2,356	2,296	2,554	2,353	2,720	2,777	2,324	2,609	29,187
Children's CD's	372	257	247	243	250	271	310	316	420	364	322	455	3,827
Adult Cassettes/LP's	282	190	207	194	201	173	189	164	184	177	164	193	2,318
Children's Cassettes/LP's	254	204	138	146	137	140	151	111	129	139	98	148	1,795
Adult Videos	2,084	1,710	1,687	1,585	1,807	1,925	2,174	1,921	2,021	1,793	1,629	1,811	22,147
Children's Videos	1,325	1,006	823	755	988	859	1,018	942	907	871	779	1,061	11,334
Downloadable Overdrive	60	57	93	95	96	96	128	147	88	103	107	119	1,189
Downloadable Video	15	29											44
Adult Miscellaneous	65	44	45	74	47	52	84	57	68	59	57	68	720
Children's Miscellaneous	139	120	79	92	122	130	51	215	147	103	99	24	1,321
Museum Passes	277	283	114	135	135	112	132	145	148	190	175	209	2,055
Playaways (Scat 1267)	63	44	41	67	45	47	80	57	62	54	52	67	679
Foreign Language Deposit	23	25	19	24	18	27	28	33	17	14	28	19	275
Library Subtotal ----->	33,195	25,916	25,079	24,164	23,836	22,841	26,030	26,053	28,833	26,996	24,188	31,760	318,891
Bookmobile -- Adult	282	278	367	260	290	297	287	246	409	274	290	401	3,681
Bookmobile -- Juvenile	1,382	678	1,236	1,200	974	687	892	1,155	1,302	1,097	1,339	971	12,913
Van Subtotal----->	1,664	956	1,603	1,460	1,264	984	1,179	1,401	1,711	1,371	1,629	1,372	16,594
TOTAL :	34,859	26,872	26,682	25,624	25,100	23,825	27,209	27,454	30,544	28,367	25,817	33,132	335,485
Previous Year FY08:	30,553	26,532	22,693	25,729	23,196	21,233	27,500	26,727	28,234	28,249	25,771	29,424	315,841
Percent Change:	**14.09%**	**1.28%**	**17.58%**	**-0.41%**	**8.21%**	**12.21%**	**-1.06%**	**2.72%**	**8.18%**	**0.42%**	**0.18%**	**12.60%**	**6.22%**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Yr. To Date Total
IPAC Renewals	2,075	1,739	1,863	1,775	1,761	1,773	1,498	1,705	1,860	2,125	2,570	1,934	22,678
Renewals	3,173	2,807	2,398	2,986	2,745	3,425	2,989	2,843	3,580	3,211	2,927	3,121	36,205
Network transfers IN	3,595	3,018	3,477	3,131	2,654	2,717	3,418	3,229	3,540	3,417	2,793	3,651	38,640
Network transfers OUT	2,006	1,671	1,709	1,673	1,423	1,486	1,806	1,667	1,850	1,889	1,687	1,986	20,853
Inter-Library Loans IN	40	52	57	68	55	60	54	62	58	80	68	99	753
Inter-Library Loans OUT	31	13	26	13	15	13	19	29	33	16	17	33	258
Databases, Fletcher													6,228
Databases, MVLC/Region													13,662
Reciprocal (NETWORK)	1,686	1,347	1,567	1,468	1,023	1,425	1,601	1,577	1,779	1,866	1,622	1,754	18,715
Reciprocal (NON-NETWORK)	5,502	4,587	4,498	4,154	4,198	4,666	4,239	4,869	4,831	4,829	4,524	5,120	56,017
Hold Requests	5,309	4,620	4,742	4,043	4,307	3,882	4,953	4,863	5,207	4,849	4,619	5,902	57,296
New Registrations	120	65	93	75	46	38	60	57	63	45	60	120	842
Total Reciprocal	7,188	5,934	6,065	5,622	5,221	6,091	5,840	6,446	6,610	6,695	6,146	6,874	74,732
% of Circ to Reciprocal	21.65%	22.90%	24.18%	23.27%	21.90%	26.67%	22.44%	24.74%	22.93%	24.80%	25.41%	21.64%	23.54%
Meeting Room Reservations	100	72	79	136	127	131	138	161	192	163	120	123	1,542
Days Open	22	21	25	26	22	24	27	27	31	30	30	26	311
Hours Open	209	184	263	226	178	205	209	208	242	242	211	227	2,604
Hits on Library Website	29,379	25,533	24,126	29,353	35,386	42,511	46,718	41,193	77,049	63,019	109,763	145,444	606,455
Internet Users	603	553	674	599	533	524	491	543	635	572	448	584	6,759
Comp. Workshop Attendees	0	0	0	7	6	8	0	8	6	5	8	0	48
Comp. Workshops Offered	0	0	0	2	2	2	0	2	2	2	2	0	14
Adult Program Attendees	11	29	8	27	18	1	58	21	80	44	43	48	388
Adult Programs Offered	2	2	1	2	2	10	3	2	2	2	4	4	36
YA Program Attendees	57	62	0	146	7	6	4	52	32	34	5	47	452
YA Programs Offered	4	2	0	2	1	1	1	3	2	2	1	2	21
Childrens' Program Attendees	812	280	0	651	887	396	387	819	1,261	973	133	2,123	8,722
Childrens' Programs Offered	12	4	0	15	20	10	2	15	28	20	4	20	150
Computer Room Hours	46	33	28	42	51	35	29	41	63	58	62	46	534
Average Circ Per Day	1,585	1,280	1,067	986	1,141	993	1,008	1,017	985	946	861	1,274	1,079

TRUSTEES OF THE J.V. FLETCHER LIBRARY

The J. V. Fletcher Library Board of Trustees is an elected six-member board empowered by Commonwealth law to set policy and oversee administration of the library. The trustees are elected annually in pairs and serve overlapping three-year terms. Marianne Fleckner and Susan Flint were reelected in the May 2009 town election.

Bob Price
Chair

Marianne Fleckner
Secretary

Hajo Koester
Treasurer

Elizabeth (Buffie) Diercks
Susan Flint
Jack Wrobel

Progress Towards Trustee Goal

The Board of Library Trustees' goal for FY09 was to further the J. V. Fletcher Library building expansion project and poise the Town of Westford to be prepared to apply under the next Massachusetts Board of Library Commissioners public library construction grant round.

In support of that goal, the following objectives and activities were set forth:

- Create a scheduling spreadsheet for accomplishment of goal activities.
- Work with the Permanent Town Building Committee on a feasibility study and expansion alternatives.
- Work with the Foundation Committee of the Friends of the J. V. Fletcher Library, Inc. on funding plans.
- Tour newly renovated and built public libraries by April 2009.
- Meet with the following town boards and officials prior to May 2009 Annual Town Meeting:
    - Board of Library Commissioners Public Library Construction Consultant,
    - Town Engineer,
    - Conservation Coordinator and Conservation Commission,
    - Capital Needs Committee (to include Town Manager, Finance Director, Board of Selectmen representative, Finance Committee representative),
- Direct management staff to prepare a building advocacy packet by June 2009.
- Secure funding for a library building consultant and feasibility study at a future Annual Town Meeting.

The enthusiasm for working on this ambitious goal continued to be dampened by the financial uncertainty of the town, the state, and the country. The trustees realized that while the reasons for the building expansion program were still valid — space is needed for new collections, technology, additional meeting rooms, more appropriate office and storage locations, and a larger parking area — the time was just not ripe to proceed with such a program.

Nevertheless, the trustees ultimately agreed that developing plans for the library building expansion should continue so that plans will be in hand when the economic situation improves. This trustee goal will therefore carry forward into the coming years.

The sequence of expansion goals was created and the trustees did meet with the Permanent Town Building Committee at the April 28th meeting. The committee recommended looking into the current excess capacity of the Abbot wastewater treatment plant and the suitability of the municipal land behind the library for parking.

The trustees did visit a number of libraries in the region that have recently expanded their facilities. The libraries visited included Acton and Lexington on July 31st, Northborough and Harvard on August 15th, and Dracut and Methuen on September 26th. The trustees were often impressed with the quality of library facilities made available to the public at these libraries,

but as often disappointed in the manner in which the new building was attached to the old. Additional libraries will be visited in the coming year.

The trustees obtained permission of the Board of Selectmen on October 19th to conduct a wetlands survey of the 2.52-acre parcel of town-owned land directly behind (i.e. north of) the existing library parking lot to see if it would be suitable for additional parking for residents using the library and other facilities around the common.

In response to the expressed desire of the new town manager to meet members of town boards and committees, the trustees invited Jodi Ross to attend the April 6th meeting. The occasion provided an opportunity to discuss issues of mutual interest.

Since the library building expansion program has been delayed, the trustees decided to proceed with the overdue repair work at the rear entrance. On November 5th, the joint boards (Board of Selectmen and Finance Committee) approved the capital funds necessary to restore the rear entrance to the library. This project will include replacing the double doors and the concrete pad and rebuilding the portico that shelters the entryway. The trustees look forward to having a safe, dry, and attractive entrance once again and thank the joint boards for their support.

Library Trust Funds Activity

The Mary Atwood Hall was the beneficiary of this year's Friends' annual appeal drive. With the support of the Friends and the library trust funds, the room was refurbished to something like its original beauty. The trustees would like to thank the library director for her role in coordinating this tasteful restoration.

Approximately $1000 of trust fund money was spent on new lighting for the Reference and Children's areas, books, and upholstery.

Trust fund money was also used to purchase three museum passes and to cover most of the cost of the annual staff and volunteer recognition brunch. (The Friends of the J.V. Fletcher Library, Inc. funded the other museum passes and paid for the remaining brunch expenses.)

As permitted by library policy, the trustees funded membership of the staff and the trustees in various professional organizations and funded their attendance at a number of regional conferences, workshops, and symposia.

Library Policies

The trustees typically work with the director during the year to keep the library's operating policies compatible with the current facility, the latest technologies, and the best practices of library operation. This year, the threat of the swine flu pandemic spurred the creation and speedy approval of the Proactive Pandemic Policy. (This policy served as the basis for the town policy adopted by the Board of Health.)

Professional Development and Activities

At least one trustee attended each of the following events sponsored by our state library support organizations this year:

- The Northeast Massachusetts Regional Library System (NMRLS) Legislative Breakfast with state and local government officials (including State Representative Mark Falzone, Chair, Library Legislative Caucus) on March 6th at the Beverly Public Library.
- The Massachusetts Board of Library Commissioners (MBLC)/Massachusetts Library Trustee Association (MLTA) Annual Trustee Symposium on March 7th in

- Boxborough featuring presentations on *Library Trust Funds* and *Library Foundations*.
- The Massachusetts Library Association and Massachusetts School Library Association sponsored Library Legislative Day on April 2nd at the State House. The offices of State Senator Steve Pangiatakis and State Representatives Jim Arciero and Mark Falzone were visited among others.
- The MBLC workshop on March 28th at the Sargent Memorial Library: *The Annual Fund Raising Appeal*.
- The MBLC workshop on April 4th at the Sargent Memorial Library: *Capital Campaign Fund-Raising*.
- The Massachusetts Friends Of Libraries (MFOL)/MLTA Annual Joint Conference on November 14th at the Worcester Public Library: *Your Library: Key to Economic Recovery*.

Recognition

The trustees would once again like to thank the library staff for sustaining their high level of quality service to the community. The staff was down by two full-time librarians going into this year and the ranks were further diminished by a late-year retirement and by several lengthy absences due to the flu. The trustees would like to commend the library director and her staff for covering these losses: the staff for being flexible in the extra hours they were willing to work and the director for ingenuity in juggling their schedules.

The trustees would like to acknowledge with gratitude those skilled volunteers who work largely out of sight of the public performing critical tasks that keep the library functioning. The average 32 hours per week these volunteers worked in the library in 2009 were equivalent to 85% of a full-time paid staff member. These dedicated volunteers were honored at the annual recognition brunch on November 16th sponsored jointly by the trustees and the Friends.

Friends of the Library

The trustees want to congratulate the Friends of the J.V. Fletcher Library, Inc. for their very successful annual fund raising effort to raise money for the library improvement project. The Friends also provided funds that helped the library maintain the level of spending on books and other materials required by the MBLC to retain library certification.

The trustees would like to praise the Friends for another successful membership drive and an outstanding book sale program. The Friends typically host four book sales throughout the year, providing a treat for our book lovers while generating revenue to support the library.

The Friends continued to fund the purchase of new DVDs and the latest bestsellers for their popular rental programs. They also purchased the majority of the museum passes and funded the summer reading programs, the various holiday programs, and the juvenile, teen, and adult programs.

The trustees also wish to congratulate the Friends for approving at their annual meeting the bylaw changes necessary to establish a library foundation. The trustees believe this foundation will play a crucial role in sustaining the library in the future.

The trustees renamed the Friends Room near the rear entrance of the library the Janiece Greenberg Room in honor of this dedicated volunteer whose work on behalf of the Friends and the library was so much appreciated. Janiece's untimely death shocked the library community. Several of the trustees were able to attend the memorial service for Janiece at the First Parish Church on September 12th.

Note

The library trustees generally meet at 7:00 PM at the library on the first Monday of the month throughout the year. These meetings are, of course, open to the public and residents are always welcome to attend and comment. An updated meeting schedule is maintained at the library website: www.westfordlibrary.org. The trustees may be reached through this website and all library policies are available there for public viewing.

Mosquito Control

Timothy Deschamps
Executive Director

Timothy E. McGlinchy
Director of Operations

The Central Massachusetts Mosquito Control Project (CMMCP) currently provides its services to 38 cities and towns throughout Middlesex and Worcester Counties.

The Project's headquarters is located at 111 Otis St., Northborough, MA. Project personnel are available to meet with any town board or resident to discuss the Project's procedures and activities. Our phone number is (508) 393-3055.

CMMCP practices Integrated Mosquito Management (IMM), blending state of the art methods and techniques with expertise, experience, and scientific research to provide our member communities with modern, environmentally sound, cost effective mosquito control. IMM encourages the use of non-chemical means to accomplish the goal of mosquito reduction.

The Mosquito Awareness program which we offer to elementary schools in our district is very popular. Project staff meets with students and teachers to discuss mosquito biology, mosquito habitat, and control procedures. Much of the presentation is directed towards what the children and their families can do to prevent mosquitoes from breeding around their homes. Slides, videos, handouts, and coloring books help to make this an interesting program.

As part of our effort to reduce the need for pesticides, our first line of control is our ditch maintenance program. By cleaning clogged and overgrown waterways, mosquito breeding can be reduced, drainage areas are returned to historical conditions, and water quality is improved. Source reduction, the elimination or reduction of a mosquito breeding source (i.e. water-holding containers), is practiced by alerting residents and business owners about potential mosquito producing sites they have created. They are informed about basic mosquito biology, and the need to eliminate these man-made breeding sources. A new program for CMMCP is a source reduction program, i.e. tire recycling. Used tire casings are a preferred habitat for several species of human-biting mosquitoes, species that also carry disease. CMMCP has implemented a program to be offered in several variants to remove these habitats from the environment.

Bacterial larval control with Bti (*Bacillus thuringiensis*) is used to treat areas where mosquito larvae are found and source reduction or wetland restoration is not feasible. We have an extensive database of known breeding sites, and we encourage the public to notify us of any areas they suspect could breed mosquitoes. Our field crews will investigate all requests and treat the area only if pre-determined thresholds of mosquito larvae are exceeded. Bti is a naturally occurring product, and is exclusive to mosquito larvae, preserving other aquatic organisms in their habitat.

Our goal is to handle all mosquito problems with wetlands restoration, source reduction or larval control, but we recognize that there are times when adult mosquito spraying is the only viable solution. In such cases residential areas are treated with either hand-held or pick-up truck mounted sprayers. Applications are site-specific and are determined by weather, type of area and mosquito population levels. These applications are initiated **only by request** of town residents. A phone notification system has been installed to announce potential spray areas for member cities and towns on their scheduled evening, and this information is listed on our website.

The project's surveillance program monitors adult mosquito and larval population density, and is the backbone for prescribing various control techniques. We have expanded the adult collection program to monitor for West Nile Virus in our service area. Specialized traps are used as a mobile force for viral monitoring, and are placed in member towns on a weekly basis for routine sampling. If a WNV or EEE hot spot is identified, surveillance is intensified to sample mosquitoes in that area and these collections are sent in to the Mass. Dept. of Public Health for virus testing.

We are now running a research and efficacy department which checks for efficacy of our products and techniques, and to research in new or different areas of mosquito control. GIS has been added to our operations to allow better data collection and analysis.

The Project has a website at **www.cmmcp.org** which has extensive information on our program, products we use, and mosquito control procedures. Requests for service can be made through the website, as well as pesticide exclusions.

Northern Middlesex Council of Governments

James Silva, Alternate Councilor, *Chairman of NMCOG*

Robert Jefferies, Councilor, Westford *Board of Selectmen*

Fred Palmer, Councilor, Westford *Planning Board*

The Northern Middlesex Council of Governments (NMCOG) was established in 1963 under state law and is one of thirteen (13) regional planning agencies in the Commonwealth. NMCOG serves nine communities: Billerica, Chelmsford, Dracut, Dunstable, Lowell, Pepperell, Tewksbury, Tyngsborough and Westford. The Council provides professional technical assistance in the areas of transportation, economic development, land use, community development, permitting, smart growth, housing, historic preservation, open space and conservation, geographic information systems (GIS), pre-disaster mitigation and emergency response, and environmental protection. The Council's governing body is comprised of a chief elected official (Selectman or City Councilor), Planning Board member and an alternate from each member community.

The agency brings a regional and interregional perspective to all areas of planning and resource management by fostering cooperative efforts between municipalities, and encouraging collaboration between the public and private sectors. NMCOG also promotes the interests of the local communities at the state and federal level by acting as a liaison between the municipalities and other levels of government.

The Council maintains a staff of professional planners and technicians to assist in developing and implementing its policies. The Council meets monthly (usually the third Wednesday of each month) at 40 Church Street, Lowell. All meetings are open to the public. The agency's website is at www.nmcog.org and contains useful regional information. Each NMCOG member community pays an equal per capita assessment, which is used to provide the local match for various State and Federal grant funding programs. The Council's FY 2010 budget included $72732.49 in local assessments, of which $5,389.48 represented Westford's share.

NMCOG devotes a large share of its resources to transportation issues. Over the past year, the Council worked with the town of Westford, State Representative Arciero and State Senator Panagiotakos to secure American Recovery and Reinvestment Act (ARRA) funding for traffic improvements along Route 110 near Route 225. NMCOG staff also continued to assist the Town in advancing the design plans for Phase II of the Bruce Freeman Bike Path, and in the design of future traffic improvements along Route 110 from Minot's Corner to Nixon Road

NMCOG undertakes an annual traffic counting program, collecting over one hundred counts at various locations throughout the region. Many of these counts are conducted within the Town of Westford. The count data is incorporated into a traffic count book and map that is distributed to local officials. Traffic count data is also available on the Council's web site.

The Council continues to provide assistance to the Lowell Regional Transit Authority (LRTA) in the following areas: obtaining Federal capital and operating assistance, marketing programs to improve ridership and revenue, statistical monitoring and analyses, and planning evaluation of the LRTA's route structure and scheduling. Transportation services are available to Westford seniors through the Westford Senior Center, and recently, the LRTA began providing fixed route bus service along Route 110, from the Chelmsford town line to the Littleton IBM facility.

The Council, in cooperation with the U.S. Economic Development Administration (EDA), completed the 2008 Update of the Comprehensive Economic Development Strategy (CEDS) for the Greater Lowell Region. The document provides a blueprint for addressing the economic development problems in the region by striving to achieve a balance between the

implementation of economic development initiatives and maintaining the quality of life for area residents and businesses. The Council is in the process of preparing a new five-year CEDS document, and will soon file an application with EDA to form an Economic Development District. NMCOG's non-profit corporation arm, known as the Northern Middlesex Economic Development District (NMEDD), continues to attempt to attract private and non-profit funds for economic development and housing initiatives.

NMCOG is working with Westford, and other communities throughout the region, on an initiative to possibly regionalize certain municipal services. This project is funded by the Massachusetts Department of Housing and Community Development (DHCD), using funds made available by the legislature under the District Local Technical Assistance (DLTA) Program. This year's DLTA projects include a feasibility study to investigate forming a regional 911 dispatch center, establishment of a regional procurement program, the sharing of specialized DPW equipment, sharing of specialized information technology capacity on a regional basis, and shared property assessment services.

The Council finished its task of assisting the creation of the economic development chapter of Westford's new Comprehensive Master Plan (CMP). The CMP was overwhelmingly approved by Annual Town Meeting in May.

When it was in doubt, the agency was instrumental in obtaining FEMA funds to assist Westford after the ice storm of December 2008. The long cleanup stretched well into 2009.

Recently, NMCOG established a contract with Westford to update its five-year Housing Production Plan. Approval and certification of the Housing Production Plan by DHCD will allow the town to have greater local control over the 40B development process.

In regards to personnel, NMCOG added two new staff positions to better serve the region: a transportation manager and an economic development/housing expert. Additionally, Jim Silva was re-elected by the Council to a third term as the Chairman. Bob Jefferies and Fred Palmer remained on in 2009 as Westford representatives.

Parkerville Schoolhouse Committee

Dolly Michaelides
President

Roger Plaisted
Vice President

Heidi Hatke
Recording Secretary

John Wilder
Treasurer

June Kennedy
Corresponding Secretary

Charles Kennedy
Bonnie Oliphant
Robert Oliphant

A highlight of the Parkerville Schoolhouse Committee's accomplishments this year was the conservation of its 46-star flag, made possible through a grant received from the Westford Education Foundation. This flag, valid from 1908-1911, enhances the history lesson for the "Old School Days" program offered to all of the Westford's third-graders and classes from area towns. Another major task was the refinishing of the schoolhouse floors. Nestled among stonewalled pastures and country farmhouses, the Parkerville Schoolhouse is a major attraction of this village's historic district. Check out our website at www.Parkervilleschoolhouse.org

Under the auspices of the Friends of the Parkerville Schoolhouse, Inc., a town-wide mailing was conducted in October. The Board of Directors is appreciative of the continuing financial support from the townspeople. Although the town owns and insures the building, all projects at the schoolhouse are done at no cost to the town. In the spring, 20 local third-grade classes participated in the "Old School Days" field trip to the schoolhouse. Several classes from Acton and Hudson, MA, were also in attendance. Jane Jurgeleit, June Kennedy, Dolly Michaelides, Bonnie Oliphant and Melva-Jean Shepherd served as schoolmarms. The latchstring is out for the 2010 classes. An Open House for townspeople in November also served as a reunion for those students who attended Parkerville Schoolhouse before its closing in 1929.

Many meetings and parties were held during the year. Volunteers have made seasonal decorations for the windows and offered help for cleaning. Chris DiCesare gave student community service to the Board of Directors and Cub Scout Den 4 from Pack 99 has provided window decorations. Charles and Susan Cusson and H. Jay Spadano stepped down from the Parkerville Schoolhouse Committee at year's end. The Friends welcomed Charles Kennedy and Bob and Bonnie Oliphant to the Friends' Board of Directors this year.

There are tables and chairs to accommodate 50 people. The rent is reasonable. Townspeople are invited to call Heidi Hatke at 978-392-6827 to reserve the building.

The combined meetings of the Parkerville Schoolhouse Committee and Friends are normally held at the schoolhouse on the second Tuesday of the month at 7:00 pm. If you plan to attend a meeting, call June Kennedy at 978-692-8924.

Friends of the Parkerville Schoolhouse Alumni Garden

Parks and Recreation Commission

The Parks and Recreation Commission acts as a policy-setting committee for the Parks, Recreation and Cemetery Department. The commission oversees short- and long-range planning for recreational facilities and site acquisition, as well as the development and maintenance of existing recreational facilities. The seven members of the commission are appointed by the Town Manager. The Commission meets the first week of each month. The Cemetery Commission, a separate commission, acts as the policy-setting committee for the cemetery operation.

Kevin "Kacy" Caviston
Chair
Carolyn Metcalf
Vice-chair
Colleen Barisano
Gus Bickford
Ken Hanly
John McNamara

The Parks, Recreation and Cemetery Department is responsible for recreation programming, parks and grounds maintenance, and cemetery maintenance and operations. Department Staff: Patricia Savage, Director, Sandra Habe, Assistant Director, Debra Barry, Office Administrator, Danielle LeBlanc, Senior Assistant, Kristin Kinglocke, WPC Curriculum & Program Coordinator, Lois Valleau, Staff. The following staff is shared positions with Highway Department, Jonathan Revis, Parks/Grounds Operations Supervisor, Robert Upperman, Parks/Grounds Crew Leader, Richard Nawoichik, Cemetery Supervisor, Brian Auger, Lloyd Leach, Glen McCarthy, and Brian Shipley, Heavy Equipment Operators. The administrative office is located at 35 Town Farm Road. Website www.westfordma.gov/rec and www.westfordrec.com

PARKS AND GROUNDS

Parks and Grounds maintain parks and recreation areas as well as other town properties. Major electrical repairs were completed at VFW/Forge ball fields with the re-lamping of all poles and updating of wiring. Electrical repairs were also made to the Town Common and various irrigation systems. The back field area at Jack Walsh was closed for the summer for repair work and over seeding. The field filled in nicely and was ready for the fall sports season. There was an increase in requests for use of Jack Walsh soccer fields this past spring and fall. The front field area will undergo repairs and over seeding next summer. The crew worked on the Ronan McElligott Memorial Playground by unloading and spreading the rubber mulch. The crew also mulched some of the areas outside the fencing.

As time and labor permitted, the crew has helped the Conservation Commission with mowing at Pond St, placement and removal of docks at East Boston Camps, and mowing of the grassy area at the main camp. The crew helped the Historical Commission at the Museum and Cottage property.

Ronan McElligott Memorial Playground

This fall saw the construction of the Ronan McElligott Memorial Playground located at Edwards Beach. The project to construct a barrier free playground *where all children can play* began in 2007 by Steve and Stephanie McElligott to honor their 5 month old son Ronan who passed away from Leigh's disease A grand opening dedication and celebration took place November 14 with the recognition of the McElligott's and the playground committee by Town Manager Jodi Ross and Representative James Arciero. Representative Arciero read and presented the McElligott's with a proclamation from the State House. www.westford.com/ronansplayground

Eagle Scout Projects
The Commission congratulates and appreciates the leadership of Jeff Dugas, Billy Stone, Dan Vegeto, and Connor Wyke for each of their projects completed toward attainment of the rank of Eagle Scout. The projects add to the amenities or improvements to the properties. Under the leadership of Jeff Dugas, six picnic tables and anchors were constructed for Edwards Beach. Billy Stone, with family and fellow troop members, completed painting of the St Onge Playground, cleaning the rock carved with Whitney Playground, construction of a kiosk sign, and repairs to all the benches at the Whitney Playground. Jack Walsh storage and concession building repairs and painting occurred under the leadership of Dan Vegeto. Dan was also able to revamp and construct a storage box that sits outside the building. Connor Wyke's leadership skills and construction know-how resulted in the construction of two hexagonal picnic tables with attached benches for Greystone Park. One of the tables was designed to accommodate a person in a wheel chair.

Bruce Freeman Rail Trail
The Parks and Recreation Commission is grateful for Emily Teller's work and dedication on the realization of the Bruce Freeman Rail Trail. Emily is the Westford Director and Secretary for the all-volunteer Friends of Bruce Freeman Rail Trail. Emily's work on the rail trail as well as other conservation concerns was recognized by the Westford Conservation Trust by awarding her the Conservation Trustee Award for 2009. The Westford portion of Phase I of the rail trail was completed in August.

RECREATION PROGRAMS
The Town established a Recreation Enterprise Fund to begin in fiscal year 2009. The Enterprise Fund gives the town the flexibility to account separately for services for which a fee is charged. The Recreation Enterprise Fund successfully reached its financial goals in this first year of a three-year commitment.

The department offers a variety of programs and program opportunities throughout the year. From adult volleyball, Red Sox tickets, summer outdoor adventure, kids club, archery, to tiny tots soccer and tee ball, the department strives to meet the leisure and recreation needs of the Westford community. A brochure is mailed twice per year, fall/winter and spring/summer to all residents. Below are some of the program highlights.

The Recreation WA Crew Club and associated crew programs highlight the program offerings for the past year. The Crew Club completed its first competitive regatta season this fall by participating in ten regattas. The club gathered some valuable experience and ended with a State Championship in the Boys Novice 4 Division with finishes of first, third, fourth, and seventh. The Girls had finishes of fifth and tenth in the Girls Novice 4 Division. The club practices at Forge Pond under Coach Ken Gifford. Rowing activities continue indoors with the use of erg or indoor rowing machines. A parent fundraising group was organized under the Westford Friends of Recreation 501 c 3 nonprofit charitable organization.

The tennis program under Coach Donna Holmes had a successful summer USTA Junior Tennis Team (JTT) season. The teams competed against area USTA JTT. The Westford 14 and under JTT made it to the finals of the USTA JTT Eastern Mass. Districts losing to Ispwich Country Club. The Second Annual Tennis Tournament was held with singles play with Alexander Bonanno placing first, Drew Stein finishing second, Julie Larson placing third, and Greg Price winning the consolation round robin.

Westford Partnership for Children After School Enrichment program operates in all six elementary schools and for middle school participants at Stony Brook Middle School. The Middle School program added Institutes this fall. The Institutes focus on a specific area of

interest such as advertising, robotics, master chef, and American Red Cross babysitting certification. The traditional program is offered as well and includes homework assistance, organization and study skills, hiking, outdoor fun, computer activities, arts and crafts, and table and board games. A late bus at 5PM has been added.

The WPC Elementary School program made changes to the scheduled time blocks in response to the desire for more time for the second block activities. Activities offered include homework, computer activities, Tae Kwon Do, reading, writing, board games, no-bake cooking, sports and games, bead art, art, and funology. Special Events are held on planned no-school days and are opened to WPC participants as well as non-participants.

WESTFORD COMMUNITY FIELDS

Fundraising organizers have stepped it up this year and have held several events to raise funds for construction of two new synthetic turf fields at recreation property off Nutting Road and synthetic turf field at Westford Academy Alumni Stadium field. Site Plan review has been completed for the Nutting Road fields. Donations for the field can be made to the Westford Friends of Recreation Community Field Project P.O. Box 2011 Westford, MA 01886

TOWN FARM

The department administrative office has been located at 35 Town Farm since September 2007. Making use of available space and developing additional revenue sources, several programs are offered at Town Farm. Taoist Tai Chi is a popular program with new and ongoing classes. Indoor rowing on the erg machines continues to attract the rower as well as individuals looking for a new fitness activity. American Red Cross Cardio-Pulmonary Resuscitation (CPR) and First Aid with classes are taught throughout the year for new staff and the general public.

CONSERVATION COMMISSION AND PARKS AND RECREATION COMMISSION EBC SCHEDULING AGREEMENT

The Conservation Commission and Parks and Recreation Commission have an established history of working together to best utilize the staff, staff expertise, and resources associated with each commission. Edwards Beach is one example. The property is under the ownership of the Conservation Commission but is managed by Parks and Recreation. The Conservation Commission approached the Parks and Recreation Commission regarding the scheduling of the "camp rental" area of the East Boston Camps Property. An agreement has been signed to have Parks and Recreation manage the scheduling and collection of fees on behalf of the Conservation Commission. Charges and fees have been established for use of various buildings by the Conservation Commission. It is anticipated that building repairs will be completed for rentals to begin again in spring 2010.

Permanent School Building Committee

In 2006 the contractor was declared in default on the Stony Brook Middle School project, and outside counsel was retained by the town to pursue the committee's claim against the bonding company for its failure to complete the project. Suit was filed in Norfolk Superior Court to recover the costs of the work which should have been completed by the contractor and/or the bonding company. The suit has progressed slowly, with request for documents from both parties.

The pending litigation is the only work remaining to be completed by the Permanent School Building Committee, which began its work in 1988.

Kenneth Morgan
Chairman
George Murray
Vice-chairman
Steven Brierley
Secretary/Treasurer

Arthur Benoit
Karen Cavanagh
Thomas Ellis
Angela Harkness
Robert Jefferies
Mike Mulligan
Kirk Ware
Victor Weisenbloom

Katherine Thompson
Assistant to the Committee

Permanent Town Building Committee

Thomas Mahanna
Chair

Kirk Ware
Vice Chair

Paul Davies
Treasurer

Nancy Cook
Secretary

Karen Cavanagh
Doug Fannon

The Permanent Town Building Committee (PTBC) spent another busy year in 2009 focused on the renovation and addition to two of the Town of Westford's historic buildings, the Cameron Senior Center and the Town Hall. Voters at the Annual Town Meeting in May approved spending approximately $7.7M to complete the construction of both projects. Both projects were bid in 2009 and the successful bidder on both was L.D. Russo Construction of Harvard, MA. Construction of the Senior Center project began in June and Town Hall construction began in November. The PTBC also completed the selection process for an Owner's Project Manager, which will represent both the committee and the Town in the oversight of both projects. The committee selected Heery International of Burlington, MA for these services. Finally, the committee also assisted the J.V. Fletcher Library in the renovation of the rear entrance to their building.

Cameron Senior Center

The PTBC and chosen architect, Graham/Meus Architects, were able to complete the design of the Senior Center Addition and Renovation early in 2009. The project involves the construction of a 8,000 sq. ft. addition, plus the complete renovation of the existing building. The Conservation Commission and Planning Board as well as many other town boards extensively reviewed the design. The project received its final permit, Site Plan Approval, prior to the Annual Town Meeting in May. On March 13, 2009, eighteen bids were received for the construction of the project. The low bidder was L.D. Russo of Harvard, MA who submitted a bid price of **$3,307,539.00**. At the Annual Town Meeting on May 9, 2009, voters approved Article 16, which appropriated $4M for the construction of the Senior Center Addition and Renovation Project. The project is also eligible to receive $330,000 in Community Preservation Act funds which will be used towards replacement of the doors and windows in the existing building, and installation of a fire protection system. The PTBC, Council on Aging, and many other town officials and invited guests attended a Ground Breaking Ceremony on June 11, 2009 to kick off construction of this project. The Senior Center is temporarily located on the ground floor of the United Methodist Church at 10 Church Street in Graniteville and continues to provide services to the community during the construction of its new facility.

Construction to date has progressed on schedule. The majority of the site work, including construction of the new parking lot, septic system, stormwater collection system, and relocation of the ballfield has been completed. Construction of the three story addition has also proceeded on schedule. The concrete foundation, building walls and roof have all been completed. Interior demolition of walls in the existing building has also been completed and framing for the new walls and partitions has begun. Completion of the project is scheduled for June 2010.

Progress of new addition to Senior Center

Town Hall

The Town Hall has been closed since December, 2007 due to concerns with the structural support system for the building. In 2009, the PTBC and chosen architect, Kang Associates, completed the final design of the addition and renovation to the building. The project includes a 3,100 sq. ft. two story addition to the rear of the building and a 1,100 s.f. archive center to the west (between the police station and Town Hall). The design includes a complete renovation of the existing building to incorporate construction of new offices for all departments which previously resided in the building. The project will also include a new handicap accessible entrance with elevator and a large meeting room. Finally, due to concerns raised during the Site Plan Approval process, the Planning Board required that an additional fifteen parking spaces be constructed to the west of the fire station.

Voters at the Annual Town Meeting on May 9, 2009 approved Article 17, which appropriated $3.7M for the construction of the Town Hall Addition and Renovation Project. The project is also eligible to receive $2,325,000 in Community Preservation Act funds as the project is preserving a historic building and providing archival storage of records. Thirteen bids for the project were received on September 24, 2009. The low bid of $2,705,510.00 was submitted by L.D. Russo, who was recently awarded the Senior Center construction contract. Since construction began in early November, 2009, the entire interior of the building has been completely gutted and the existing structural support system has been reinforced with new wooden beams. The new parking lot addition has been completed and work on the new building addition foundation has begun. The contractor expects to complete the addition foundation by the end of the 2009 and complete the entire project by September 2010.

Architect's rendering of new Town Hall addition

Meetings

Our meetings are generally held every other Wednesday at 6:30 p.m. at the Millennium Building. Information about our committee and our meetings can be found on our webpage at www.westfordma.gov.

Planning Board

Planning Board Membership

The Planning Board consists of five members. Planning Board members are elected and serve 5-year terms. Terms are staggered with one board member seat being up for election in 2010.

Ross Altobelli
Planner

Michael Green
Chair

Andrea Peraner-Sweet
Vice Chair

Frederick Palmer
Dennis Galvin
Kevin Borselli

At the May 5, 2009 Annual Town Election, current Board member Michael Green was re-elected to a 5-year term.

Defined by Massachusetts General Law, the Board has two functions: to establish planning goals and to prepare plans to implement those goals, which take the form of the town's zoning bylaws; and to administer the Subdivision Control Law which establishes the process for development of new roads and new housing. A developer's proposed plans are carefully scrutinized for roadway design, drainage, soil conditions and a host of details related to proper sighting. The Board is also designated as the permitting authority for various site plan submittals under the local Zoning By-Laws (Ch. 173).

The Planning Board typically meets on the first and third Monday of each month at the Millennium Building. Meetings are open to the public.

Staff

The Planning Department's current staff reflects the active role the Department plays within the community.
Norman Khumalo, Assistant Town Manager, Land Use Director
Ross Altobelli, Planner
Victoria Johnson, Administrative Assistant

Planning staff acts as professional advisors to the community and its leaders. Staff members organize and attend meetings, provide technical assistance, offer professional opinions, and guide residents, developers and businesses through the town's various permitting processes. Staff members also offer technical advice and expertise to several boards, committees, and town departments including the Planning Board, Zoning Board of Appeals, Affordable Housing Committee, and other committees as needed. The Planning Department is not a permit granting authority. Its function during the permitting process is to integrate laws, regulations and plans with the town's goals to ensure that the best interests of the town and its residents are served.

The Planning Board is pleased to present this account of the significant events and activities of the Board for 2009.

Applications

The following table is a summary of the number of applications received and their end of year status.

PLANNING BOARD APPLICATION SUMMARY 2009				
Type	**Status**			
	Approved	Denied	Withdrawn	Pending
SITE PLAN	5	1	0	2
SP (MAJOR COMMERCIALPROJECT)	3	0	0	1
SP (WATER RESOURCE PROTECTION DISTRICT)	2	0	0	1
SP (PLANNED COMMERCIAL DEVELOPMENT)	2	0	0	0
SP (WIRELESS COMMUNICATION FACILITY)	0	1	0	1
SUBDIVISION, APPROVAL NOT REQUIRED	5	0	0	0
DEFINITIVE SUBDIVISION	3	0	0	2
SP (COMMON DRIVEWAY)	1	0	0	0
SP (FLEXIBLE DEVELOPMENT)	2	0	0	0
SP (OPEN SPACE RESIDENTIAL DEVELOPMENT)	1	0	0	1
PRELIMINARY SUBDIVISION	1	0	0	0
TOTALS	**25**	**2**	**0**	**8**

Highlights of the year include:

Comprehensive Master Plan
After a three year planning effort the Town voted to accept the Westford Comprehensive Master Plan Report Summary at the May 9 2009 Annual Town Meeting.

Cornerstone Square - Boston Road / Littleton Road
Based upon a stipulation of remand dated November 3, 2008, entered into between the Planning Board and applicant, on March 2, 2009 the application resubmitted a request to construct a "Lifestyle Center" of new, mixed retail, personal services, office space, restaurants and related infrastructure.

On June 22, 2009, the Board voted by a vote of four (4) in favor and one (1) opposed to approve the Site Plan and Planned Commercial Development (PCD) and Major Commercial Project (MCP) Special Permits associated with the 238,411 square feet development.

Aldrich Farms Open Space Residential Development – Chamberlain Road
On April 6, 2009, the Board voted by a vote to approve the Open Space Residential Development (OSRD). The development is located on both sides of Chamberlain Road south of Main Street and north of Buckboard Drive and consists of twelve building lots, two Open Space Parcels and one parcel for the existing riding ring.

Cameron Senior Center – Pleasant Street
On April 21, 2009, the Planning Board voted to approve the Site Plan involving the construction of a 9,000 square foot addition to the Cameron Senior Center and associated site improvements. The proposed two-story addition is located on the rear side of the existing building creating a new total gross floor area of 23,000 square feet for Senior Center. Additional improvements included expanding the parking lot, upgrading the septic system and minor modifications to the entranceway drives in order to improve circulation and access to the building.

Boch Honda West – Littleton Road
On September 8, 2009 the Planning Board voted to approve the Site Plan and Special Permits associated with the construction of a new car dealership. During the public hearing particular attention was paid towards the architecture of the new building and material being used to ensure the building incorporated the Towns unique style. Also detailed review of the lighting being proposed for the site was carefully analyzed.

Westford Town Hall – Main Street
On September 21, 2009, the Planning Board approve the Site Plan application for the renovation and construction of a 3,700 square foot, two-story, addition to the Westford Town Hall. Additional improvements included expanding the parking for Town hall.

The Board continues to promote the use of the alternatives to standard subdivision development through the use of its open space bylaw and flexible development bylaw. These bylaws offer the Town the opportunity to guide development so as to create subdivisions with increased open space, affordable and over 55 housing and reduced impact on Town services through better site planning.

The Board would like to thank all of the review Departments, Commissions and Boards for their valued input into projects. The Board would particularly like to thank Norman Khumalo for his service and dedication over the last 7 years as Director of Land Use Management and Assistant Town Manager. We wish him well in his new position in Hopkinton.

POLICE DEPARTMENT

Thomas M. McEnaney
Chief of Police

Walter R. Shea
Deputy Chief

Joseph J. Roy
Captain

Victor Neal
Captain

The primary purpose of the Westford Police Department is to provide a high level of safety, security and service for all members of the community. As a regulatory agency of local government, the police department has the direct responsibility for the preservation of the public peace, for the reduction of the opportunity to commit crime, and for the effective delivery of a wide variety of police services. A large suburban society free from crime and disorder remains an unachieved ideal. Nevertheless, consistent with the values of a free society, it is the primary objective of the Westford Police Department to as closely as possible approach that ideal.

The value statement of the Westford Police Department:

- Maintenance of the highest standards of integrity and ethics;
- Excellence and teamwork in the performance of duty;
- Protection of Constitutional Rights;
- Problem solving for continuous improvement;
- Continuous planning for the future; and
- Performing public service and law enforcement tasks so as to provide leadership to the police profession.

2009 was a year marked with sadness for the Westford Police Department and for the Town of Westford. On May 15, 2009 William F. (Billy) Duggan passed away. Billy was born and raised in Westford and he was a graduate of Westford Academy where he excelled in several sports. Billy joined the Westford Police Department in 1975 and he remained with the department until his passing where he worked as a dispatcher, police officer, and detective. Billy's humor, his love for the job, and his friendship will be sorely missed within the department and throughout the Town of Westford.

William F. (Billy) Duggan

Project Lifesaver Update

In 2008 the Westford Police Department, the Westford Council on Aging, and several Westford residents began work on Project Lifesaver. Project Lifesaver uses state-of-the-art technology in assisting those who care for victims of Alzheimer's disease and other related mental dysfunction disorders. These victims include the elderly and the youngest in our community who are afflicted with Down syndrome and autism. A wrist-watch-sized device worn by the person who has become lost transmits a guidance signal to a receiver monitored by the Police Department. The police are then able to narrow the search pattern based on the transmitted signal. The average time in finding a person fitted with this device is 30 minutes or less from the time police first arrive on the scene. Twelve police officers have completed training in Project Lifesaver tracking. Currently there are four clients enrolled in the Police Department's Project Lifesaver Program and it is expected client enrollment will increase. At this time the Westford Police Department is the only police department in Middlesex County to provide this service. For more information about Project Lifesaver please visit *www.projectlifesaver.org* or contact Captain Victor Neal at 978-692-2161.

Community Services Officer

In July of 2009 Chief McEnaney assigned Officer Michael Croteau as the department's Community Services Officer. By committing an officer fulltime to the position of Community Services Officer, contact and communication will be expanded between the police department, town residents, and the business owners of Westford, thus making the police department more responsive to the needs of the community. Officer Croteau's duties include but are not limited to Crime Prevention, Sex Offender tracking, Bank liaison, School Bus safety, Bicycle Safety programs, Child Car Seat installations and Liquor License enforcement.

Traffic Safety

Increased traffic throughout the town has been a consistent trend for many years and it appears that this trend will continue. Residential developments that are currently underway in town as well as the commercial growth in the Rte. 110 area bring more motorists to our roads, especially during Monday through Friday commuter hours. The Westford Police Department is keenly aware of this growing trend and the department has committed two officers on a fulltime basis to focus exclusively on traffic enforcement. The loss of the department's Community Policing Grant has had a direct impact on traffic enforcement within the town. The police department has been creatively trying to do more enforcement with less funding resources. Community involvement such as the Westford Initiatives for Traffic Safety (WITS) is essential to facilitate a free flow of information between the public and the police department in order to effectively enforce not only traffic laws, but all the laws of the Commonwealth.

The Westford Police Department would like to take this opportunity to thank the Board of Selectmen, the Town Manager, the Finance Committee, all department heads, and the residents of Westford who have worked with the police department in these challenging times. The members of the Westford Police Department look forward to continuing this collaboration in order to deliver the highest quality of police services possible to the residents of Westford.

POLICE DEPARTMENT ROSTER 2009

Chief of Police
Thomas McEnaney

Deputy Chief
Walter Shea

Captains

Victor Neal Jr — Joseph Roy

Lieutenants

Hervey Cote — Ronald Paulauskas
Donald H Pick — Joseph Shields

Sergeants

Mark Chambers — Stephen Keins — Gregory Marchand
Mare Proia — Stephen Timothy

Patrol Officers

Justin Agraz	David Bettencourt	Jonathan Byrne	James Connolly	Michael Croteau
Joseph Eracelo	Matthew Furlong	Brian Gendron	Jon-Allen Haslam	Derek Hartley
Scott Hyder	Michael Jelley	Amy Landry	James McCusker	Robert Musto
Daniel O'Donnell Jr	Corey Peladeau	David Silton	Joseph Walker	David Welch

Special Services

Det. Sgt. David Connell-K9 — Det. Sgt. William Luppold Jr.
Det. David O'Hearn — Det. Christopher Ricard
Det. James Peloquin — Det. Dennis Rogers
SRO Michael Pereiballi

Operations Administrator
Timothy Whitcomb

Telecommunicators

Ryan Cobleigh — William Duggan — Erin Haynes
Chrystal Murray — Ashley Piche — Andrew Sherman
Courtney Theberge

Office Personnel

Jo Cobleigh — Michelle Wright
Tammy Jones — Linda Zarzatian

Custodial
Donald Guillmette

POLICE CALL LOG

NOTE: Totals reflect 11 months, January 1 thru November 30 2009.

9-1-1 Calls-TOTAL	1630
9-1-1 Hang up	319
9-1-1 Non-Emergency	216
9-1-1 Other Jurisdiction	16
Accident Industrial	2
Accident MV-Injury	43
Accident MV-No Injury	372
Alarm/Burglar	692
Alarm/Fire	311
Animal Control Officer Call Out	102
Arrest	119
Assault & Battery	10
Assault-Simple	9
Bank Escort	211
Building Check	1501
Breaking & Entering	57
By-Law Violation	73
Child Abuse/Neglect	2
Commitments	23
Counterfeiting	6
Disorderly Conduct	54
Disturbances	245
Domestic	91
Drug Law Violations	14
Firearm Violations	5
Fire MV/Bldg/Brush	125
Fireworks Violation	3
Forgery	1
Funeral Escort	7
Identity Theft	41
Injury to Property	217
Larceny	121
Larceny From MV	33
Larceny MV-Auto	7
Liquor Law Violations	57
Lock Out	216
Maintain the Peace	25
Medical	1006
Message Delivery	19
Missing Person	16
Mutual Aid	49
MV Abandoned	11
MV Disabled	197
MV Stop	3944
MV Citations Issued	2852
Officer Wanted	587
Order Served-Court/Restraining	615
Park and Walk	511
Property Found	93
Property Lost	27
Property Take Possession	14
Protective Custody	17
Radar Assignments	1427
Repossession	9
Restraining Order Violation	19
Robbery-Armed	1
Rubbish Disposal	5
Safety Hazard	127
Search Warrant	12
Sexual Assault	6
Sudden Death	8
Suicide Attempt	4
Surveillance MV	12
Surveillance Person	30
Suspicious MV/Person	487
Telephone Harassment	25
Traffic Hazard	177
Transportation/Citizen	23
Trespassing	10
Vehicle ID Number (VIN) Check	8
Well Being Checks	191

Records & Archives Management Committee

Virginia Moore
Chair

Ellen Hardc
Jane Hinckley
Sandy Martinez
Robert Oliphant
Kaari Mai Tari

It has been an extremely busy year for this Committee. The last of the town records were removed from the Town Hall basement and reorganization of the archives now in temporary storage at Groton Road gathered momentum and continues to progress as we look forward to a new Archives Center adjoining the renovated Town Hall.

Records Management

- Financial records that were stored in Town Hall basement in various-sized boxes were transferred into uniform sized archival boxes, which will allow for more efficient use of storage space in the new vault space. During the transfer process, it was discovered that many records were being held beyond the required retention date, especially checks and accounts payable documents. The Finance Dept. had received permission to destroy these records, but there was no easy way of accessing them in the basement to accomplish that. Approximately 30 long banker's boxes (60 linear ft) were shredded in that effort. Records and Archives Committee members have volunteered many hours to help with this process. Bob Oliphant in particular has volunteered 6 hours per week for almost every week this year to help in the effort of reorganizing the archives. We have ordered labels to begin cataloging the collection. Our goal is to have all the boxes going to the archives catalogued prior to transfer.

- The Committee coordinated a department-wide shredding day, which resulted in 120 boxes being shredded. Rita Shipley organized the lowest-cost vendor and Andrew McDonough oversaw the activity onsite.

- Committee members attended a meeting of the Town Hall Renovation Committee to discuss the need for an archival vault and additional archival storage space. We have also worked with the architect and the vendor for the collapsible shelving for these spaces.

Preservation

The following preservation efforts were undertaken in the last calendar year:

- **Organization of records.** Financial records that were stored in Town Hall basement in various-sized boxes were transferred into uniform-sized archival boxes, which will allow for more efficient use of storage space in the new vault. We labeled each box and began entering information on the contents of each box into an accession database.

- **Transfer of records from Town Hall.** All permanent records were removed from Town Hall, thanks in large part to the efforts of Town Hall Custodian Andrew McDonough and Highway Dept. crews.

- **Digitization.** Nine reels of microfilm were digitized using Community Preservation funds and are now accessible through the Town's Document Management System (DMS). These records included Selectmen's minutes from 1890 – 1952, vital records (births, deaths & marriages) for various years between 1701 and 1916 and early town records from 1726 – 1815. Thirteen volumes of cemetery records covering various years between 1835 and 1994 that are regularly accessed were microfilmed and scanned as well.

- Sandra DeMagistris has scanned and indexed over 5,700 Planning and Zoning applications and decisions into the DMS and began researching addresses with help from the Assessor's office to scan and index Zoning decisions from the 1950s and '60s that were discovered as the attic of Town Hall was cleaned out.

- **Cleaning/Drying documents.** Town Meeting in 2009 appropriated Community Preservation Funds to clean and dry 380 volumes of archives that were stored in the basement vault.

- **Building plans.** We are grateful to Jo-Ann Mollicur for her assistance with indexing residential building plans to prepare them for scanning and microfilming. These plans were rolled and stored in file cabinets in the basement of Town Hall, marked with a tag identifying each by address.

- **Simmons College Internship.** Lindsay Mazziotto, a student from Simmons College's MLS program, conducted an internship in Westford. She spent 60 hours arranging and describing Civil War era military records in consultation with Virginia Moore and Bob Oliphant. She created a Finding Aid of Civil War era military records, to assist researchers and genealogists. The Finding Aid is available online.

We would like to acknowledge and thank Andrew McDonough, Town Hall Custodian, for his assistance with moving and removing boxes, building shelves and cleaning at Groton Rd and for his tremendous efforts working with the Highway Department crews, making sure that all town documents made it safely out of Town Hall and into secure temporary storage.

Recycling Commission

2009 was a challenging year as the town of Westford explored ways to reduce cost. The town's solid waste disposal and recycling programs were spotlighted and seen as opportunities for reform that would mean cost savings for the town.

Andrew Bergamini
Joanne Bergamini
Kristina Erickson
Ellen Hardc
Charles Stark
Barbara Theriault
Lorraine Zambre

Recycling Recognized as one Solution to High Cost of Solid Waste Disposal

At Annual Town Meeting in May 2009, Westford's Board of Selectmen proposed a modified "Pay to Throw" program in an attempt to reduce the high cost of incinerating the town's solid waste. The proposal was supported and presented by the Recycling Commission and though it did not pass, the discussion stimulated awareness in town about the high cost of solid waste disposal and the importance of recycling as a less costly solution. Before Town Meeting and since, the Commission has utilized local newspapers, cable television and other means to educate residents about how they can better their recycling habits.

Are you a Recycling Hero?

This year dedicated Westford recyclers became eligible to win a $50 prize each month by entering the Commission's "Recycling Hero" program. Residents can enter the drawing via www.westfordrecycles.org by answering five questions to determine if they truly take advantage of every opportunity to recycle.

Other Programs

The intent of the Commission is to be ever vigilant and creative to provide new opportunities for people to recycle or reuse materials rather than set them at curbside in their trash barrel.

Initiated in 2009

"Recyclables" Barrel Stickers - Residents who do not have a 64-gallon wheeled "toter" may now use any large container – 50 pounds or less, with or without wheels - and identify it for recycling pickup by adhering a "Recyclables" sticker.

Kitchen Countertop Compost Pails – A perfect partner to the outdoor "Earth Machine" composters distributed for years by the Commission, this odorless counter-top plastic pail will hold up to a week's worth of compostable scraps in the kitchen, reducing the number of trips to the outdoor compost bin.

Ongoing Programs Continued in 2009

- Three Used Electronics Collection Days
- Town-wide Litter Cleanup (TLC) Day
- Table at Water Department Open House
- Fall Brush Chipping
- Fall Document Shredding
- Education Station at Farmers Market on the Common
- More than 1400 64-Gallon Recycling Toters distributed

Looking Forward

Late in 2009 the Commission partnered with town officials to create Requests for Proposal for both waste and recycling collection, as both these town contracts expire in July, 2010. Next year, in addition to working closely with our collectors to kick off a new contract, the Commission will partner with the Board of Selectmen to focus on increasing recyclables from municipal facilities, which currently generate about 10% of the town's waste.

Other Key Information

- Gayle Wells and Abby Foster left the Commission in 2009. Thank you, Gayle, for your passion to involve young people in our work, and Abby, for your many years of editing the Recycling Guide which goes annually to every mailbox in Westford.
- Lorraine Zambre and Charles Stark became new members in 2009.
- Elizabeth Sawyer continued her leave of absence, and her helpful husband Mike continued to manage the WRC website.
- Thanks to Jonnie Walker-Rohs for contributing her wonderful artwork to the "Recycling Hero" program.
- The Commission meets the second Thursday of each month from 7:15 to 9 p.m. at the Roudenbush Community Center – all are welcome.
- Answers to most recycling questions can be found at www.westfordrecycles.org.

Material Collected through Westford's Recycling Programs and % Increase or Decrease from Previous Year

***2009 Total represents January – November**

Material & Collection Frequency	2009	2008	2007	2006
Glass, Metal and Plastic* Bi-weekly curbside collection	796 Tons -11%	898 Tons +9%	821 Tons +29%	636 Tons +4%
Mixed Paper and Cardboard* Bi-weekly curbside collection	1,478 Tons -10%	1,655 Tons -3%	1,701 Tons -7%	1,835 Tons -3%
Used Electronics Three Collection Days	42 Tons -2%	43 Tons +39%	31 Tons -9%	34 Tons +37%
Brush 1 Brush Collection Day	6 Tons -74%	23 Tons +360%	5 Tons -71%	17 Tons
Appliances* Monthly Collection by Atlas Recycling	23 Tons -23%	30 Tons -17%	36 Tons -23%	47 Tons -16%
Waste Oil* Saturday Collection at Westford Center fire station	101 Gallons -66%	294 Gallons -32%	432 Gallons +9%	395 Gallons
Used Books* "Reading Tree" walk-in container at Water Department	16 Tons -43%	28 Tons		
Litter Spring Town-wide Litter Collection Day	1 Ton	1 Ton	1 Ton	

Solid Waste (Trash) Collected in Westford and % Increase or Decrease from Previous Year

Material & Collection Frequency	2009	2008	2007	2006
Solid Waste* Weekly curbside collection	7,592 Tons -19%	9,345 Tons +1%	9,287 Tons -2%	9,471 Tons -2%

Resident Sue Duran brings the console television that belonged to her mother to the March, 2009 Electronics Collection

ROUDENBUSH COMMUNITY CENTER

www.roudenbush.org

Stacy Mantenuto
Chair

Christine Coughlin
Vice Chair

Frank Pisano
Mary Gala-Yao
Arlene Hammel
Jack Viera

Thirty-four years ago, a group of Westford citizens banded together and created the Roudenbush Community Center to serve the town as "a central location for the delivery of human services." A 1975 Town Meeting voted to have the Selectmen appoint a committee to establish policies and hire staff, and gave the new committee care and custody of the former Roudenbush School. By 1990 the Roudenbush Committee had been given custody of three former school buildings where it was offering programs and services to enrich the lives of Westford residents and the surrounding communities. The money needed to be self-funded was raised through tuition, fees and fund raisers, requiring no operating funds from Town Meeting.

A Year of Change

Over the course of its history, Roudenbush has gone through many transitions This past year, Roudenbush went through its most major period of transition. In the fall of 2008, Town Counsel advised the Selectmen that the financial agreement written in the 1970s which allowed the non-profit Roudenbush Community Center Associates Inc. and its successor TRCC Inc. to hold the income generated and expended by the Roudenbush Committee, could not continue. In Town Counsel's opinion, the agreement now violated state law. As a result, the care and custody of the three buildings used by Roudenbush - 65 and 73 Main Street and 170 Plain Road - was returned to the Selectmen for oversight and the Roudenbush Committee was dissolved per the Town Meeting vote on May 9, 2009. As of July 1, the Roudenbush director is no longer a town department head which the position has been since Roudenbush was founded. The director's salary is currently paid by TRCC Inc. The Selectmen have voted to issue a Request for Proposals in early 2010 to find an organization to lease the three buildings and continue to run Roudenbush Community Center programs and services.

Department Information

Roudenbush operates childcare centers at its 65 Main Street, Frost School and Old Nab School locations and the School Age Program at Abbot School. In all, Roudenbush offers care and curriculum to over 450 children ranging in ages from infant to 7th grade.

- The Adult Day Social Program, known as "The Club," has been providing homebound elder citizens with a place to socialize and receive group attention in a safe, comfortable environment. Club members enjoy musical concerts, joining the Cameron Senior Center on field trips, and bridging the age gap by inviting our preschoolers to visit. "The Club" offers its services Mondays through Friday at its Tadmuck Road location.
- The Community Education Department has added new programs for adults and children. Art, music, drama and personal enrichment classes for all ages are offered with a discount to Westford residents.
- The Roudenbush gymnastics is a popular and continually growing program. The Gymnastics' Team was invited to the Prep Op State

Meet in May 2009 where a team member placed 6th on the balance beam competition. The Team also placed 3rd at the Montachusett Gymnastics Center competition in January, and 3rd in the Hollywood Spectacular competition in December.

Giving Back to the Community

Throughout the year, Roudenbush "Community Care" programs collected food, books, school supplies, and more for Westford families and seniors. A sample of these include:

- Preschool collected over 30 bags of groceries for distribution to the Cameron Senior Center for Thanksgiving dinners. The Frost program also collected over 1000 food items which were donated to the Westford Food Pantry in November.
- The School Age program received a grant from the Kid's Care Club for $250. The children put together care packages for the "Support Your Soldier's Program" and mailed 3 cartons overseas.
- In November, the Frost, Preschool, and School Age programs collected over 240 gifts through a "mitten tree" which provided 26 Westford residents in need each with 8-10 holiday gifts.
- The Roudenbush Scholarship Fund assists families in temporary financial need. The scholarship is funded through profits from the sale of the Roudenbush Map of Westford and other fundraisers. Roudenbush also oversees the Avis Hooper Scholarship, the Patti Mason Music and Art Scholarship Fund, and the Deborah Fridrich Community Education Scholarship.

Grants & Fundraisers 2009

- The American Girl Fashion Show is a popular annual event sponsored by Roudenbush. Many young girls, their parents and grandparents attend this show each spring. Proceeds from the event benefit the Roudenbush Special Projects for Children fund.
- The Auction this year was combined with a casino night for an exciting evening. Proceeds from this event go to the Adult Social Day Program.
- Westford Cultural Grant 2009.
- Eastern Bank of Westford - grant for printing brochures for "The Club".
- Kid's Club Grant for Soldiers Program.
- IBM Science, Engineering & Technology Camp grant for middle school children.

NASHOBA VALLEY TECHNICAL HIGH SCHOOL

100 Littleton Road, Westford, MA 01886 (978)692-4711
www.nashobatech.net

Westford - NVTHS School Committee Members
Joan O'Brien
Raymond Riddick
Alternate Douglas Moran

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 years old. Nashoba has earned an impressive reputation for producing community leaders as well as providing community service. With an enrollment of approximately 700 students from seven communities, Nashoba Valley Technical High School offers career preparation in 16 technical programs.

Administration

Dr. Judith L. Klimkiewicz	Superintendent
Dr. Lynne Celli	Assistant Superintendent/Principal
Ms Carol Heidenrich	Director of Technology
Ms Melissa LeRay	Director of Student Services
Ms Denise Pigeon	Director of Curriculum/Grants
Mr. Matthew Ricard	Dean of Students
Ms Jeanne Savoie	Accounting Manager

Accreditation: New England Association of Schools and Colleges.

Three 12-Week Trimesters. Eight 45-minute periods set in a block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12 and post graduate students.

The Year in Review

For the 2009-2010 school year Nashoba has, as most other districts, had to tighten our belts while still striving to achieve our district goals. Thanks to our ten year plan that began in 1999-2000 we were able to achieve "all" our facility, technology, and instructional goals with total fiscal responsibility. This year all our classrooms are equipped with direct video, clickers, LCD projectors, web casting capability, and smart boards in every room. This enables every teacher to showcase *21st century teaching skills* to all of our students as they prepare them for college and career.

We have maintained our focus on being fiscally and environmentally responsible by installing this fall a 100 km solar voltaic unit on our roof to reduce the cost of our electricity in a green way. Additionally, we installed on our new student-constructed concession stand a solar voltaic unit to provide all heat and electricity. Both these projects were completed at "no cost" to district taxpayers and were fully funded through grants.

Nashoba continues to embrace educational opportunities for our teachers as well by serving as a satellite campus for many local colleges' graduate programs.

As we enter a time of economic uncertainty I can assure you that at Nashoba Valley Technical High School students will still receive a **technical education of the highest quality** with the most current state-of-the-art equipment.

Vocational-Technical Programs (Secondary & Post Graduate)

Auto Collision Repair & Refinishing
Automotive Technology
Banking, Marketing & Retail
Carpentry/Cabinet Making
Cosmetology
Culinary Arts/Hotel Restaurant Management
Dental Assisting
Design & Visual Communications
Electrical Technology
Electronics/Robotics
Engineering Technology
Health Assisting/Early Education & Care
Machine Tool Technology
Plumbing/Heating
Programming & Web Design
TV Media Production/Theatre Arts

Special Academic Programs
Advanced Placement Honors and College Preparatory courses are available in all core subjects. Foreign language and additional educational courses are offered for all four years for all interested students.

Dual Enrollment
Juniors who are eligible and recommended by teachers/administration may elect to enter the Dual Enrollment Program and take courses in the junior and senior year at a two or four year public college or private institution in Massachusetts or New Hampshire. Upon completion, they receive their high school diploma from Nashoba and one or two years of college credit. Many students in recent years have graduated with an Associates degree from college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of Nashoba's students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

Student Activities
Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in ten high school sports with equal opportunities for both male and female students. Other extracurricular activities include Student Council, National Honor Society, Yearbook, Students Against Destructive Decisions, Skills USA, Student Leadership, Peer Mediation, and many special interest clubs. No user fees are imposed on any sport, school-sponsored club or activity.

Continuing & Community Education
More than 700 adult students attended the Continuing Community Education Program in late afternoon and evenings at Nashoba. More information can be found on the NVTHS website.

Community Service Projects

Nashoba is unique in its approach to community service and its relationship to its district towns. Students are expected to go with their instructors to areas of our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform necessary work for the district towns. The Community Service Program educates students in a real world setting and allows the towns the benefit of viewing Nashoba students at work and having a major project completed without expending limited town resources for capital improvement.

WESTFORD PUBLIC SCHOOLS

Everett V. Olsen, Jr.
Superintendent of Schools

Westford Public Schools enrolled 5,325 students for the 2008-2009 school year. This is the highest enrollment in the history of our school system. Based on the number of births in town over the last five years it appears that our elementary enrollment will begin to stabilize and perhaps decline slightly over the next several years. The quality of our school system continues to attract young families with school age children. At the present time nearly 26% of Westford's population is children of school age. Although the number of births within a community is important to future school enrollment trends, other variables such as economic conditions and the state's affordable housing statute may possibly impact our enrollment. It will continue to be important for the school administration to monitor all enrollment-related variables, particularly large-scale residential developments allowed under the state's affordable housing statute.

The school system enjoyed another excellent year as measured by student academic performance and accomplishments in co-curricular activities. Our students continue to perform extremely well on the Massachusetts Comprehensive Assessment System (MCAS). In both English Language Arts and Mathematics our students rank in the top 5-10% of all students across the state. It is important to note that our curriculum is not planned to simply address the MCAS test. The curriculum at all levels is designed to be rigorous and stretch students beyond the minimum state competencies. When we consider that our students finish in the top 5-10% of all students, yet our per pupil expenditure is in the bottom 10% of all 350 communities in the state, a student in Westford receives an excellent education at a relatively small per-pupil expenditure.

In increasingly difficult fiscal times I can confidently say that we look for efficiencies whenever and however possible. Over the last fifteen years we have implemented many projects that have reduced our consumption of fuel and energy. We have implemented 18 of the 25 efficiency recommendations from the report of the Commission for Efficient Town Government.

During the 2008-2009 school year, our school staff drafted three final sections of our school system's Strategic Plan, which included Personnel and Professional Development, Student Support Services, and School Management and Leadership. Our Strategic Plan establishes the short- and long-term direction of our school system and its elements are incorporated into the School Improvement Plans and the annual budget request.

Once again the accomplishments of our students and staff continue to bring significant pride to the school system and the greater Westford community. I have included these many and varied accomplishment with this report. The list of awards and accomplishments grows annually and we are so very proud of our students and staff. The support received from the School Committee, Board of Selectmen, Finance Committee, town administration, parents and the entire Westford community is invaluable. A strong partnership and commitment to educational excellence will continue to serve students well and prepare them for a very competitive world they will face in the future.

Westford Public Schools
Student and Staff Accomplishments

The accomplishments of our students and staff bring great pride to our school system and the greater Westford Community. These accomplishments are a result of an outstanding staff, excellent students, supportive parents, and a community that values quality education. As Superintendent, I take great pleasure in sharing these outstanding accomplishments with you. Thank you for your support!

STUDENTS

- Day School Destination Imagination team came in first place at the regional competition in the Operation Cooperation Challenge.
- Day School Grade Five Math Club finished in first place in the On-line Math League Grade Five competition. They were the only team out of 83 teams entered to have a perfect score.
- Day School Grade Four Math Club finished in a first place in the On-line Math League Grade Four competition. They were one of five teams, of the 79 teams entered, to have a perfect score, thus finishing in first place.
- Day School Grade Three student Nikhila Hari finished in third place in the Junior Spelling Bee conducted by the North South Foundation in Manchester NH on March 28.
- The Abbot Nature Trail Student Blog and Field Guide Project has been selected to receive a Secretary's Award for Excellence. An award ceremony took place at the State House during Earth Week on 4/24.
- Karthik Ravichandran, a grade 5 Abbot student, competed in the State Competition of the National Geographic Geography Bee.
- Lea Santos, Grade 5 Abbot student, was awarded second place in the 2009 Massachusetts Arbor Day Poster Contest sponsored by the Massachusetts Department of Conservation and Recreation.
- 6th Grade student, Annie Tsai has been selected as a state finalist for the Nationwide Doodle 4 Google contest. Students were asked to draw a Google doodle around the theme "What I Wish for the World" and write a short supporting statement.
- Blanchard students competed in the Massachusetts History Day competition at Clark University in Worcester, placing first and second in the district History Day competition held in March. Ten students qualified for the National History Day competition, which is held each June at the University of Maryland.
- Thirty-three students at Stony Brook School participated in the National Latin Exam for Latin I students and 20 students earned awards.
- Two Blanchard Students were named to the Massachusetts Association of Student Councils State Board, one 7th grader one 8th grader.
- Blanchard School Council was awarded the National Gold Council of Excellence. NGCE is awarded to student councils that demonstrate the highest levels of leadership and activities as illustrated by meeting all "required standards" and a greater number of "additional standards".

- Blanchard School Council received the Honorable Mention/Difference Maker Award.
- Twenty-eight Blanchard students received awards for their scores on the National Latin Exam.
- Students at Blanchard raised over $7,000 for the Heart Association through the "Hoops for Hearts" program.
- Ninth and tenth grade Geometry students have created and published several books and podcasts using digital media and online technologies.
- With the generous support of the Westford Education Foundation, the *Wired Teachers/Wired Students* project has successfully taken initial steps in creating 21st century learning environments at Westford Academy.
- Chorus student accomplishments for 2009:
  Eastern District Music Festival Chorus: Ashbin Dowling, Jared Forsyth, and Matthew Higgins

  Massachusetts All State Festival Chorus: Jared Forsyth
  Massachusetts Instrumental and Choral Conductors Festival:
  Westford Academy Concert Choir -Silver Medal
  Westford Academy Honors Choir-Bronze Medal
- Boston Globe Scholastic Art Award Winners
  Gold Key, Senior Portfolio: Mike Flannery
  Gold Key: Derya Akbaba, Alice Chan, and Caitlin O'Hare
  Silver Key: Olivia Gardner, Carolyn Meurer and Irene Yuan
  Honorable Mention: Lizzy Britton, Emily Cacciatore, Alice Chan, Zach Richards, and Sarah Yim
  Art All State: Ellen Haynes and Darien Stankowski
- National Art Honor Society students volunteered their time to teach after school classes to children from the local chapter of Special Olympics.
- 23 students were award recipients for this year's Westford Regional Art Event at the Parish Center for the Arts.
- Westford Academy Theater Arts production of *Angels in America Part II: Perestroika* was named winner at the 2009 MHSDG semi final round and placed top five in the state at the MHSDG State Finals. WATA's production earned the highest rating of *Superior* at the National Performing Arts Festival on Broadway on February 21 in New York City.
- Athletics:
  2008 Fall Sports Update
  - Three DCL Champion: Coed Golf, Cheerleading, and for the first time, the Field Hockey Team.
  - There were a number of Lowell *Sun* All Stars.
  - Westford Academy finished fifth in The Boston *Globe* Dalton Award for the 2007-08 year joining such institutions as Acton Boxboro, Lexington, Andover, and Lincoln Sudbury in the class of "elite".

2008 Fall Sports Update 2008-09 Winter Sports Update

The winter season was a continuation of the success that we enjoyed in the fall season Four DCL Champions: Boys and Girls Basketball, Boys Indoor Track, and Gymnastics.

- Boys basketball went undefeated in the league and finished 19-1.
- Katie Feng won the Girls Division North Diving Championship for the third year in a row.
- Basketball player Peter Lynch reached the 1,000 point career milestone and became the all time leading boys' scorer.
- Many individual and team records were set in the 08-09 winter season in Swimming and Indoor Track.

2109 Spring Sports Update

- Spring teams are in the midst of competing for DCL titles and postseason playoffs and tournaments.

General

- Over 450 students at Westford Academy are participating each season in interscholastic athletics.
- Many students have been chosen for recognition as Lowell *Sun* All Stars, Boston *Globe* and *Herald* All Scholastics
- A number of seniors will be continuing their athletic careers at such colleges as Harvard University, Dartmouth College, University of Connecticut, and Middlebury College as they continue to pursue excellence.

STAFF

- K-5 Science Curriculum Coordinator Carol Shestok became a National Board Certified Teacher in 1998. After undergoing the rigorous process of recertification with the National Board for Professional Teaching Standards she was recertified in 2008 as a National Board Certified Teacher.
- K-5 ELA Curriculum Coordinator Margie Berenson was appointed to the Performance of Elementary and Secondary Education (ESE) Standards Project through the DOE for the 2009-2010 school year.
- Julie Ottesen was named the American String Teachers Association (ASTA) Massachusetts Chapter Director of the Year Award in March.
- Abbot teachers Donna Breen (4th grade) and Lisa Sanderson (Instructional Technology) were awarded Certificate of Excellence by the Massachusetts office of Energy and Environmental Affairs for their Nature Train Blog and Field Guid3

ENROLLMENT FIGURES 2009-2010

	MLN	NAB	ROB	MLR	ABB	DAY	CRIS	STBRK	BMS	WA	TOTAL
Pre-Sch	114										114
PDD K-2		5									5
K		125	87	101							313
PRE-1		13	16	15							44
1		135	110	135							380
2		132	140	142							414
3					116	144	138				398
4					119	124	141				384
5					139	141	135				415
6								230	194		424
7								213	211		424
8								231	205		436
9										408	408
10										400	400
11										399	399
12										385	385
TOTALS	**114**	**410**	**353**	**393**	**374**	**409**	**414**	**674**	**610**	**1592**	**5343**

Special Education

Diane Pelletier
Director of Pupil Services

The Westford Public Schools are fortunate to have exceptionally talented and dedicated special education teachers and support staff who continuously strive to improve their practices in educating diverse learners. All students have the right to be educated in their district schools. To that end, we continue to build new programs to accommodate the individual needs of students. By doing so, we provide educationally appropriate programming and, increase the capacity of our staff to learn new skills and decrease the number of students placed in costly out-of-district private schools. We commend the efforts of principals and their staffs for their support and commitment to developing these programs in their schools.

Westford Public Schools' special education department supports 548 students with differing abilities or about 10% of the student population. The state average is +16%. Of the 548 students we serve, 24 students are placed in private special education day schools, collaborative classrooms or residential school placements. This number is reduced from last year due to the increase in in-district program development.

Annually, Westford Public Schools special education department receives funding from three Federal grants; P.L. 94-142 (240), Early Education and Care (262) and Program Improvement (274). PL94-142 (240) provided funding for one school psychologist, five occupational therapists, one speech/language pathologist, 3 special needs teachers, 7 teaching assistants, 4 reading resource facilitators and 1 behavior specialist. Monies were also used to provide home based and behavioral training services to students with autism spectrum disorder, as well as direct services for students with vision and hearing impairments. The Early Education and Care Grant funded a preschool teaching assistant. The Program Improvement Grant (274) funded professional development in the following areas: Enhancing Induction and Mentoring Programs, curriculum development, instruction and assessment for struggling mathematics learners, teaching pragmatic language skills, diagnostic assessment methods, behavior management, certification training for research based reading instruction, teaching study skills at the secondary level and continuation of work begun on curriculum development with general and special educators working together to develop comprehensive alternate curricula for students with severe special needs. These grants are very important to special education programming in the Westford Public Schools. They assist us in providing the mandated services necessary to support students with differing abilities in our district.

This year we opened an Integrated Full Day Kindergarten program at Rita Edwards Miller School. This program was very successful in meeting the needs of our special needs students and providing a comprehensive and rigorous learning experience for all children.

Next year, we will be opening a new class for students with Autism Spectrum Disorder at the Stony Brook Middle School. This provides middle school programming for students leaving the Abbot School. We will also be opening another integrated full-day kindergarten classroom at the Rita Edwards Miller School, beginning in September.

School Health Services

Westford School Nurses provide direct care, health education, administrative case management, policy and program development, and oversight on behalf of students whose health needs range from routine to serious and complex.

Joan Mitchell, BS, RN, MED
School Nurse Leader

School nurses responsibilities include:

- first aid, illness assessment, mental/behavioral health support
- collaboration with guidance for the social/emotional needs of students
- individual/classroom health education (i.e. depression/anxiety, sun safety, bullying, hand-washing)
- immunization verification
- medication administration
- update and maintenance of school health records
- health education for students, staff, and parents (i.e. MRSA, H1N1)
- management of individual health care plans and emergency plans
- health screening and referrals for health care and health insurance

Staffing:

- Each school has a school nurse and Westford Academy has two nurses.
  Ten Westford Public School nurses are certified by The Massachusetts Department of Education.

School Nurses have collaborated with teachers to provide safety training and medical updates. Letters of support for another guidance counselor position at the middle schools were submitted.

Some of the activities include:

- Epi-pen training for all staff at all schools
- Medical updates as needed, i.e. H1N1, and any other updates/information the nurse feels the administration should know.
- Emergency Management Plan at Blanchard Middle School. Blanchard School served as a shelter during the ice storm in December 2008.
- Hand washing/cough etiquette classes for grades K-8
- Diabetic care as needed-hourly, daily
- Vigilant lice screenings with constant communication with staff and parents
- Conscious choking class presented to dietary staff
- Grade 3-5 nurses gave a parent presentation that included safety, hygiene, and developmental issues
- SOS-Signs of Suicide presentation and questionnaire to 7th grade students at Stony Brook Middle School

Data submitted in June 2009 includes 1122 students with special health care needs.
The following is a partial list of students' physical/developmental conditions from the data submitted in June 2009:

Category	Total Students
Allergies:	
Food allergies	221
Bee sting allergies	31
Latex allergies	7
Asthma	500
Cardiac conditions	26
Diabetes Type I	19
Migraine headaches	32
Celiac disease	13
Seizure Disorder	15
ADHA/ADD	166
Depression	36

Health Screenings Conducted	Total Students	Grades Tested
Hearing	2630	K-3, 7, 10
Height and Weight	4023	K-8, 10
Oral Health*	630	1-6
Postural	2115	5-9
Vision	3171	K- 5, 7, 10

*in collaboration with Westford Board of Health

School nurses work closely with the Westford Board of Health and the staff of Pediatrics West to provide quality health services for students, staff, and families in Westford.

Facilities and Operations

Kathleen Auth
Director of School Finance

During the 2008-2009 school year the school system conducted a number of facilities maintenance projects with the goal of being able to provide students and staff with a safe, clean, and stimulating educational environment. Many of the summer activities revolve around regular preventive maintenance for the structural components of the school buildings, such as the elevators, boilers, heating and cooling systems, and kitchen equipment. These types of activities have traditionally been conducted when the school buildings are unoccupied, but even in the summer months several of the schools are active with programs sponsored by both the School Department and the Recreation Department, and creative scheduling is called for.

The School Department's capital appropriation for the year included funds to complete an upgrade to many of the Abbot School's unit ventilators, a project that had begun in the preceding year. We also requested and received the funds necessary to replace two boilers at Westford Academy and one at the Nabnasset School. The five year capital plan for the School Department includes several more boiler replacement projects, and these will be carefully planned so that the financial impact can be spread over several years.

The ongoing replacement of flooring continued this year at Abbot, Robinson, Day and the Integrated Preschool. In most cases, carpeted floors were converted to tile, but on occasion a classroom was converted to carpet to address specific needs of students in that room. This type of project will continue to be funded within the School Department's operating budget when possible.

In addition to the regular preventive and corrective maintenance and repairs that are needed throughout the system, it is often possible to enhance the environment in the buildings at little cost. For instance, the lower sections of some of the hallways at Westford Academy were repainted, instantly brightening those areas of the building. Our maintenance staff installed hanging cupboards in some of the classrooms at the Robinson School, creating more storage for the teachers and resulting in less clutter at counter level. A divider was added to the Crisafulli gymnasium to allow more varied use of that space. And we are always grateful to staff, parent and other volunteer groups who often lend their time and skills to enhance the landscaped areas around the schools.

We continue to strive to provide the level of service that the residents of Westford have come to expect, and to do it within the confines of a shrinking maintenance budget. Our custodial and maintenance staff take great pride in their work, and we want to commend them for everything that they do to keep our school buildings in such exceptional condition.

Curriculum and Instruction

Lorraine Tacconi-Moore, Ed.D.
Assistant Superintendent of Curriculum & Instruction

The Westford Public Schools offer a variety of learning opportunities that meet and extend the Massachusetts' curriculum mandates. This results in a high quality, rigorous curriculum for the Westford Public Schools. Our MCAS scores in 2009 placed the Westford Public Schools in the top 2% - 7% in the state. Even with these results, we continually look for ways to improve the school district through our work as a professional learning community. Improving the delivery of instruction and focusing our attention on curriculum that challenges students continues to be our mission. Using both current research on instruction and available data from assessments in all disciplines, we concentrate on teaching and learning and offer high quality, sustainable professional development for our staff members.

Curriculum Task Committees involve teachers in the areas of the Fine and Performing Arts, English/Language Arts, Foreign Languages, Health/Wellness, History/Social Science, Mathematics, and Science/Technology Engineering, to examine current curricula, refine common benchmarks at each grade level, upgrade assessments to measure the students' understanding of our end of grade/end of year benchmarks, and promote the goals in our strategic plan.

Developing professional learning communities within the schools is ongoing with principals individualizing components to meet the needs of their schools and their school improvement plans, while focusing on student achievement. This is the fifth year of this important initiative. Moreover, using a new design model for curriculum development, teachers worked throughout the summer to improve upon our content offerings in the areas of technology; fine arts; English Language Arts; foreign language; algebra; statistics; biology; astronomy; social studies; American government; and health education.

The University of Westford continues to provide rigorous graduate level courses within our school system. This year's offering included courses in brain-based teaching and learning, curriculum revision using the Understanding by Design model, teaching for comprehension and fluency, developmental writing, mentor teacher training, and multiple courses on integrating technology into the curriculum. Our partnership with Simmons College continues with a third cohort of students studying for either a master's degree or a C.A.G.S. (Certificate of Advanced Graduate Study). Our administrative team also attended to their professional growth through the examination of a tiered instruction model for struggling learners and the piloting of a universal design for learning to improve access to the curriculum for all students.

Licensed school librarians (half-time at the elementary level) serve our schools by managing the libraries and working with teachers to promote independent reading habits and develop information literacy skills. This year, librarians see all students in a fixed schedule in grades K-8. Library collections consist of a mix of print and online resources selected to support the various academic subjects and appeal to the interests of diverse readers at each grade level. At Westford Academy, students have access to many of the same electronic collections that they will encounter at college. Students and their teachers use technology as a learning tool. Additionally, staff takes advantage of our technology for record keeping, data analysis and communication. Students acquire technology skills through application in curriculum-based activities and projects under the guidance of our integration technology specialists and classroom teachers. Each school's technology integration specialist provides the ongoing professional development and support required for this type of integration of technology into the curriculum.

The management of Westford Public Schools' technology infrastructure, including technical support, network management, communications applications, and hardware replacement is coordinated with the town of Westford in order to maximize efficiencies and cost savings. This collaboration between the Town and school system intends to develop an academic server structure that will be cost-effective, scalable, and will best meet teaching and learning needs.

As members of the school community, we appreciate the continued support provided by the townspeople of Westford. We are proud of our school system and fully understand the level of commitment that is necessary from the citizenry. The Office of Curriculum and Instruction extends a sincere thank you to each and every one of you.

Abbot and Nabnasset Elementary Schools

Susan DuBois
Nabnasset Principal

Rose Vetere
Abbot Principal

Vito Umbro
Assistant Principal

The Abbot and Nabnasset Elementary Schools continue their commitment to provide all students with a strong foundation for lifelong learning. The schools work together to ensure a smooth transition both academically and socially for students moving from second to third grade.

Curriculum and Instruction

In September, the Nabnasset Elementary School acquired a literacy specialist who worked with small student groups and individual students; she participated in TEAM meetings, co-taught lessons, and was a valuable resource to all teachers. The Nabnasset teachers focused some of their professional development time this year on brain-based teaching and learning. Throughout the school year teachers participated in workshops to learn strategies to use in their classroom to help students succeed. The Nabnasset also saw the final phase of implementation of the Everyday Math program to Pre-First and Kindergarten classrooms. The school continued monthly "Brain Breaks," organized by the physical education teacher, Keith Weston. At scheduled times Mr. Weston would announce the Brain Break over the P.A system. All students in the school would stop what they were doing and participate in a variety of exercises within their classroom. It was a fun and energizing time for all. The Nabnasset and Abbot schools also saw an increase in technology use by students and teachers. At the Nabnasset more teachers developed interactive classroom web pages and at the Abbot teachers learned and implemented "web blogging" as a way for students to develop and strengthen their writing skills. At the Abbot School teachers created blogging sites focused on curriculum areas. Mrs. Breen created a site focusing on the Nature Trail that runs along side of the Abbot School. Throughout the year, students took trips to the trail, researched about plants and animals and then posted their research to their blog. Mrs. Breen was awarded one of the six state-wide MassCUE Initiative Grants for 2009 for using Web 2.0 technology to engage students in compelling curriculum-based learning activities.

School Advisory Council

Abbot School Members:

Parent Representatives: Margo Leipins Pawlak, Denise Seyffert, Stephanie Grabowski-Devlin
School Representatives: Rose Vetere, Vito Umbro, Jaime Kelly, Donna Breen, Barbara Menzie

Nabnasset School Members:

Parent Representatives: Colleen Barisano, Lisa Dougherty, Marci Barnes, Kim Schwab
Community Representative: Tatiana Cotter
School Representatives: Susan DuBois, Vito Umbro, Valerie Loughman, Deb Rosenthal

Working with the principals, both School Advisory Councils, (S.A.C.) met monthly to work toward identifying educational needs of students, reviewing the school's annual budget and formulating and implementing school improvement plan goals. Each S.A.C. began the school year looking at aligning the Westford Public School Core Values with the

building's School Improvement Plan, (S.I.P.) to make a more cohesive and comprehensive plan. Throughout the year the S.A.C. members discussed and worked on the S.I.P goals. Upon the suggestion of the joint S.A.C. meeting in June 2008, we expanded the Parent Projects this year to include the Abbot community. The night of the fall Parent Project we had representatives from the Westford Police Department presenting on child safety and Internet safety. We also had a presenter from the Children's Hospital who spoke about ADHD. During our joint meeting this year the S.A.C. decided to continue the joint Parent Project in the fall of 2009. The Abbot School this year developed and administered a school-wide climate survey to each of the students. Students completed the survey on-line in April 2009. The results of the survey were tabulated on–line and overall were positive. The S.A.C will continue to review the results in the fall and use the data to drive discussion and changes to help continue to improve the school climate. The Nabnasset and Abbot Schools would like to express our appreciation to all of the S.A.C members for volunteering their time and contributions to help build a strong school/community relationship.

Parent/Community Involvement

The Nabnasset and Abbot Schools recognize the importance of a strong relationship with the community. Record number of parent volunteers attended the Volunteer Orientation and made a difference throughout the year as they volunteered in a variety of ways. The Nabnasset continued their yearly school-wide events with much success, including the Nabnasset Halloween Parade, Family and Friendship Dance, Grade Level Movie Nights and Spruce Up Day. The Abbot held a Friendship Dance in February and in June hosted a Multicultural Night. Parents and staff organized the event. The event was well attended by Abbot families and staff. The evening began with a dinner of a wide variety of ethnic foods from around the world. After dinner the attendees enjoyed several cultural performances including Indian dances, African songs, Irish Step Dancing and story telling.

Through funding from the P.T.O, site coordinators responsible for enrichment programs provided a wide variety of performers for our students. These programs tied into the grade level curriculum. The Nabnasset and Abbot also welcomed school-wide general assemblies. At the Nabnasset, David Zucker, winner of the National Young Audience Artist of the Year Award in 1996 performed Poetry in Motion. This participatory program had the students engaged and excited. The Abbot students heard a wonderful performance from the a capella group, Ball in the House. Members of the group talked about their unique style of singing and performed a few songs for the students.

The Nabnasset and Abbot Schools appreciated the Westford P.T.O. for the wonderful Conference Night dinners and staff appreciation luncheons.

Student Leadership and Recognition

Each year the students at the Nabnasset and Abbot Schools participate in a variety of compassion projects to help make a difference in their town, state, national and world communities. This year the Nabnasset and Abbot continued their work with many of the same compassion projects: Pennies for Patients, food drives, and Coats for Kids and Trick-or-Treat for UNICEF. The Abbot third grade students and teachers raised money for the Pennies for Peace campaign. Money raised went to help build and supply schools in Afghanistan. Mrs. Stanvick's fourth grade class organized a fundraising effort for the National Wildlife

Federation. The students of the class presented their fundraiser to the school during an assembly and over the course of several weeks raised $645 for the National Wildlife Federation.

Conclusion

"Shaping the future one child at a time." Following the Westford Public School motto, the Nabnasset and Abbot Schools will continue to work together with parents and community members to create a safe enriching learning community. We look forward to another successful and fun school year.

BLANCHARD MIDDLE SCHOOL

Jessica Huizenga
Principal
Timothy Hislop
Assistant Principal

August 2008, Blanchard opened its doors to 610 excited students. Students continue to be organized in teams. A new team was added to the 8th grade this year bringing the team totals to 8: Six Blue, Six White, Seven Blue, Seven White, Seven Green, Eight White, Eight Blue, and Eight Green.

In sixth grade, students attended five core classes over the course of the week: language arts, reading math, science, and social studies. Their days are rounded out by our exploratory foreign language program and integrated arts: art, health, physical education, music and technology education. Seventh and eighth grade students attended five core classes each day, language arts, math, science, social studies, and foreign language.

Our specialized programs continue to service students. In sixth and eighth grade many students benefited from participation in smaller math classes. These classes are able to proceed at a slower pace while completing the entire curriculum. The Academic Coach works with students on a one to one and small group basis to help improve study skills, catch up students who have been out of school for a protracted time period, and provide a setting for successful homework completion. Technology is exploding at Blanchard. With the use of student response clickers, technology integration in science, the use of wiki's and blogs by our students and teachers, we are expanding the capacity of learning in our classrooms.

This year our staff was able to attend some wonderful professional development opportunities. Ten staff and one parent attended the Ron Clark National Educator's Conference in Atlanta, Ga., thanks to the incredible support of the Westford Education Foundation. We also attended the National Blue Ribbon Conference in Reading, MA that challenged us to think about how we can better prepare our students for the 21st century. Critical Friends groups began at the Middle School and plan on continuing to expand the skills of staff to utilize protocols to look at student work and our practices in deeper, more proactive ways. Our Mix-it Up day was highlighted by the Southern Poverty Law Center as a model school for teaching tolerance and diversity. Eighth graders also went on a weeklong trip to Washington D.C. this year. It was a wonderful and historic trip for our students.

Parent/Community Involvement
The 2008/2009 school improvement plan focused on integrating 21st century skills to improve academic achievement, building a collaborative culture, increasing student support, enhancing the Blanchard programs by integrating community resources, and enhancing parent connectedness to the school. The School Council members included: parents Diane Baker, Suzanne Welch, Stephanie Sullivan, and Jasmine Lombardi. Teachers included: Erik Ruhman, Tim Hislop, Jodie Voutselas, and Leslie Doerr. Our community representative was Sandra Habe. The school improvement plan was very cohesive and comprehensive. Each member read two books that really challenged our thinking: *A Whole New Mind*, by Daniel Pink, and *The Global Achievement Gap*, by Tony Wagner. These were excellent and anyone with an interest in education should add them to their reading list. Home-school communication continued with, "Wednesday Notice Day," and Mrs. Huizenga's Friday news notes, coffee talks with parents, as well as, the connect-ed system.

A special thanks to the Westford Middle School PTO, which provided multiple enrichment programs for all grade levels and ran the successful magazine fund-raising drive to support these activities. Our students truly enjoyed the opportunity to leave the classroom and participate in these assemblies. In addition, the WMSPTO, organized and ran several staff

appreciation meals, the eighth grade breakfast, and the eighth grade end-of-year celebration. Thank you to the Sunshine Committee for all of our staff recognitions.

Curriculum and Instruction

Blanchard teachers continued to implement the Westford Public Schools Curriculum Benchmarks, which are based upon the Massachusetts State Curriculum Frameworks. The past year we have investigated how a Professional Learning Community functions and zeroed our focus on the four questions of the PLC Construct: What do we want students to know and be able to do, how do we know when they've learned it, what do we do when they haven't, what do we do to extend and enrich when they have? This led us to redesign our schedule to provide more personalized and individualized instruction and services to all of our students. Staff members have engaged in peer observations to further hone their practices.

Conclusion

The Blanchard School Community looks forward to the excitement and challenges that will be presented in the upcoming school year as we continue to focus on excellence in teaching and learning and contributing to the social and emotional development of our students.

Blanchard is proud of the hard work of the students and staff and take great pride in their accomplishments.

John A. Crisafulli & Colonel John Robinson Elementary Schools

Laurie Kirby
Crisafulli Principal

Denise Arvidson
Robinson Principal

Sharon Kennelly
Joint Assistant Principal

The Crisafulli and the Robinson Elementary schools have continued to build their community and educational partnership during the school year. The Crisafulli and Robinson welcomed several new staff members during the 2008-2009 school year. The schools welcomed several new classroom teachers and a new Wellness/PE teacher.

The Crisafulli and Robinson students (Pre-1-5) continue to receive one period per week of art, music, and physical education. All students K-5 had the opportunity to participate in library on a weekly basis. They also had many opportunities for research projects integrating library and technology skills.

The Crisafulli School entered its seventh year of educating students. The Crisafulli School served 411 students in seven sections of third, fourth, and fifth grades. The Robinson School entered its thirty-ninth year of educating Westford's students. Enrollment at the end of the year was 384 students. The Robinson School educated a total of twenty-one kindergarten, pre-first, first, and second grade classes.

Parent/Community Involvement

The Robinson School Advisory Council (SAC) was co-chaired by principal Denise Arvidson and parent Liz Berk. Parent members included Len Bruskiewitz, Jackie Welham, Vivien Zhang and staff members Kim Mannone, Mary Terrio, and Amanda Siano. Judith Culver served as the School Committee Representative and Rose O'Donnell served as the Community Member. The 2008 - 2009 School Improvement Plan was developed by the council and included goals of creating a site-based Professional Development Committee to improve student achievement through Professional Learning Communities model, reorganizing the Literacy Model to include Literacy Specialists, providing professional development for all staff members on challenging behaviors, utilizing technology to enhance the curriculum, promoting knowledge of Colonel John Robinson through performances and community events, continuing to enhance the relationship between our sister school, the Crisafulli, and easing the transition from grade two to three. The Robinson SAC offered fall workshops to parents on the topics of Make It/Take It Reading Activities, and Homework Strategies. In the spring, a behavior specialist presented a workshop focusing on Managing Challenging Behaviors to parents.

The Crisafulli School Advisory Council was co-chaired by principal Laurie Kirby and parent Scott Surer. Parent members included Chaitanya Hiremath, Jennifer Payne and Angela Waszak and staff members Laura Fitzgerald, Darlene Faherty, and Sara Policow. Janet Tortora served as community member. The 2008-2009 School Improvement plan was developed by the council and included goals of enhancing student achievement in all academic areas through the use of technology, and professional development focusing on the writing process. The Crisafulli continues to work on fostering our strong sense of community within and outside of our school. The Crisafulli, Abbot, and Day SAC offered fall workshops to parents on the topics of Gardner's Theory of Multiple Intelligences, Keeping Stress Under Control, Child Safety, Hygiene, and Developmental Benchmarks, and Helping Kids with Disabilities Achieve Success. Faculty from the three schools collaborated to plan and share their expertise with parents.

There was a continued effort focusing on a smooth transition from grade two to grade three. During move-up day the grade two staff met with the grade three staff to discuss curriculum and

instruction. In addition, several Robinson/Crisafulli family events were held Robifulli Bingo in April, and the Living Lab Gala in June. The community events were well attended and enjoyed by all.

The Robinson School was recognized as a Massachusetts State School of Character and a National School of Character. Due to this recognition the Robinson School hosted teams of educators from Taiwan and New Zealand.

The PTO continued to provide a variety of enrichment programs for our students. They are able to sponsor the programs through their fundraising efforts. The students enjoyed programs that enriched the Massachusetts Curriculum Frameworks, as well as the Westford Public Schools benchmarks. Some of the programs at Crisafulli and Robinson included Michelle's Menagerie, Pumpernickel Puppets, Rhythm Kids, Helen Keller, David Coffin, Techsplorations, and Wingmasters. The teachers and staff were appreciative of the Conference Night dinners and the Teacher Appreciation luncheons that were provided.

As always, countless parent volunteers served in a variety of capacities as classroom helpers, library and tech lab volunteers, party coordinators and field trip chaperones. We also had the opportunity to host senior volunteers through Community Teamwork and several groups of high school students from Westford Academy.

Student Activities

The Peace-It-Together program continued to be the focus of many school programs and activities. The students participated in several assemblies to become familiar with the "I Care Rules" and common language of the program. All were taught strategies for dealing with conflict through the use of the "Solution Wheel." Staff continued to recognize acts of kindness through the use of "I-care" coupons. Students redeemed these coupons on Fridays with the Principal and Assistant Principal and they enjoyed sharing their kind deeds. An integral part of the Peace-It-Together program involved student participation in compassion projects such as a food drive for local food pantries, and donations of gently used books to The House of Hope in Lowell for their Children's Library. Once again, hats and mittens numbering in the hundreds were collected, as part of the "Warm Hands, Warm Hearts" program and donated to shelters. Students also participated in a "Senior Smiles" program by making gift bags, which were donated to the Cameron Senior Center. The Peace-It-Together committee formed a study group to expand the use of literature, CARE to READ, to address the character traits that are incorporated into the curriculum. The group met monthly to discuss research articles, classroom projects, and current practices.

The Colonel John Robinson School continued the "CARE to READ" program to enhance the Peace-It-Together and Character Education programs. The staff collaborated on literature books and activities that addressed the character traits community, acceptance, responsibility, and excellence. The Teen Peace Initiative funded the purchase of new books for the "CARE to READ" program.

The fifth grade chorus, directed by Mrs. Oliver, performed at the spring all- town chorus night, the school's spring concert, the Memorial Day program, the Robinson, and the fifth grade completion ceremony. The band, under the direction of Mr. Kaminsky, performed at the Westford Academy during the town-wide fifth grade concert, the Memorial Day program, and the completion ceremony. The strings program, under the direction of Ms. Corwin, performed at community meetings and the Crisafulli Strings Concert at Westford Academy.

Curriculum And Instruction

The theme for the academic year was developing Professional Learning Communities. The Crisafulli staff continued their focus on literacy. The book room at Crisafulli continues to expand as staff continues to search for nonfiction leveled reading materials that will allow students to access the curriculum. Many staff members across grade levels participated in a writing study group, which was facilitated by two fifth-grade teachers. The group met for eight sessions to discuss and share best practices in writing instruction. The Robinson School staff focused on Challenging Behaviors and all staff members participated in a book study using The Explosive Child. The Book Buddy Program was expanded to include two first-grade classes and two fourth grade classes to support literacy activities across the grade levels. The staff will continue to work together to review and revise the scheduling process to provide optimal learning opportunities for all students.

The focus of the yearly Curriculum Expo at Robinson School was on Writing. All teachers prepared examples of student work with references to the Massachusetts Curriculum Standards addressed. Each student had a piece of work on display for parents to view during March conferences.

This was the eleventh year of the Reading Recovery program at the Robinson. A Reading Recovery Specialist provided intensive reading instruction to first graders in a one-to-one setting. A new Literacy Specialist was added at the K-2 level. The Literacy Specialist provided classroom support working with students in a small group setting and on an individual basis as needed. This was the Reading Services Committee's ninth year. The committee was formed to give input into the student selection and service delivery process.

The pre-first program completed an eighth year at the Robinson School. The program is designed to be a gift of time for children not developmentally ready for the rigors of grade one. Several children participated in the program and are now prepared to meet with success in grade one. The pre-first committee is comprised of kindergarten, reading and grade one teachers who continued to oversee the program and make recommendations.

Massachusetts Comprehensive Assessment System (MCAS)

Students were tested in Reading and Mathematics in third grade. Fourth graders participated in writing the Long Composition, English Language Arts, and Mathematics. Fifth graders participated in Science and Technology, Mathematics, and Reading. To alleviate stress and test anxiety, the students received pep talks and guidance lessons on doing the best that they can. The staff also emphasized that the purpose of testing was to measure the effectiveness of the curriculum and to identify students' level of proficiency. Each day before testing, the students participated in a power walk followed by a low fat, high carbohydrate snack of plain Cheerios. Children were allowed access to water at any time to remain hydrated.

Conclusion

In conclusion, the Crisafulli and Robinson School communities look forward to the goals and challenges of the new school year and will continue to work to develop opportunities to strengthen our partnership with each other and the community of Westford.

NORMAN E. DAY ELEMENTARY SCHOOL

Kevin Regan
Principal
Marie McNamee
Assistant Principal

Throughout the 2008-2009 school year the Norman E. Day School community intensified its focus on the Core Values.

Curriculum and Instruction
Gayle Olson's Grade Five class piloted the "History Alive" resource within the social studies curriculum. The Day School continued as a Title One-funded school. The support students received was in the subject of Math. During the academic year the school district instituted a language-based classroom in our school. This program supported children with a communication disorder and assisted students within this placement as part of their Individualized Education Program (I.E.P.).

The S.W.I.N.G. (Student Writing Initiative Needs Growth) Program focused on development of student reading and writing skills and was offered to students as an extended day opportunity. Morning Math was available to students working with the Math Resource Facilitators.

Student Activities
Pupils in grades four and five served on the Student Senate directed by Assistant Principal Marie McNamee. The Grades Four and Five Math Clubs each finished in first place in the On-line Math League. It was the third consecutive year the students in the Grade Five Math Club won this national competition! In the spring the W.O.W. (Walking Outdoors for Wellness) Program was organized and offered to students twice per week. The Rain Garden designed and constructed adjacent to Reed Brook, through the expertise of the Westford Water Department and other local agencies and firms, involved Day School grade five students planting selected items.

School Advisory Council
During the school year the following individuals served on the School Advisory Council: parents Nancy McGinty, David Hill, Elaine Scaramuzzo, Sridhar Pola, staff Amanda Daigle, Barbara Cope, Amanda Hall, and Kevin Regan. Classroom Party and Food Distribution guidelines were discussed and finalized and ready for dissemination to school constituents for the 2009-2010 school year.

Parent/Teacher Organization
Throughout the school year monthly meetings were scheduled to discuss numerous activities to support the mission and goals of the school. Members of the site-based P.T.O. were Karla Ferrini, Judi Morrison, Marie McNamee, Lisa Gonsalves, Gina Cargiuolo, Brenda Tobin, and Kevin Regan. A "Got Books" container for used books, CDs and videos was placed in front of the school as a fundraiser.

Professional Development
In November 2008 thirty-three staff members attended an overview of Responsive Classroom. All staff was trained by Grades K-5 Reading Coordinator Margie Berenson to administer the DRA (Developmental Reading Assessment) II.

Recognition
Nicholas Colgan Memorial Award: Jillian Nelson; Jan Nickerson Excellence in Music Award: George Hu; Jeannine Haberman Building Community Award: Patrick Hesseltine; Wanda Hall Grade Three Excellence Award: Emma Hill; Mary-Ellen Reardon Grade Four Excellence Award: Amanda Li; Susan Yetten Grade Five Excellence Award: Rama Mannava; Grade Five Principal Awards: Lauren Canha & Pranav Nanga

Future Plans

A five-year professional development plan has been developed in order to train all staff in Responsive Classroom Level One. A weekly Enrichment Block will be instituted permitting children to participate in wellness activities, guidance instruction, and technology integration. The Day School will continue to be a Title One School transitioning from supporting students in Math to Reading in 2009-2010. Best wishes are extended to retiring teachers Mrs. Wanda Hall and Mrs. Susan Yetten!

Rita Edwards Miller Elementary School

S. Jill Mullavey
Principal
Marie McNamee
Assistant Principal

The Rita Edwards Miller School, now in its seventh year of operation, continues to thrive and live its mission of valuing diversity and working together to foster self-esteem, academic persistence, and respect in a safe, nurturing, and creative environment. The Miller School educated 394 students in grades K-2 this school year. As a result of the commitment demonstrated by all stakeholders, efforts toward continuous improvement and the evolvement of a refined identity reflect Miller School's strong and caring membership.

The school year opened in August 2008, which included a new district-wide integrated kindergarten class. Also, a literacy specialist was hired who works with students in small groups and provides professional development to the Miller teachers. Additionally, a second grade teaching assistant was added to the staff.

Parent/Community Involvement
The Miller School Advisory Council (S.A.C.) members are committed to student achievement and school excellence. The Council works purposefully to identify the educational needs of the school community, to review the school's annual budget and to formulate a school improvement plan.

Parent Representatives: Mr. Eric Barber-Mingo, Mrs. Lynn Jones, Mrs. Jelena Radumilo-Franklin and Mrs. Kristin Cambray
Community Representative: Mrs. Darryl Alexa
Teacher/School Representatives: Mrs. Karen Burke, Mrs. Suzana Moriera and Mrs. Pam Perron

The active involvement of the Miller School families in their child's education and for the school at large is active and vibrant. Parents work collaboratively with teachers, volunteer in classrooms, shelve books in the library, attend parent workshops to learn about the curriculum and how to best support their child at home, adopt-a-site to beautify our grounds, volunteer at book fairs, organize math and science nights, attend poetry and/or author sharing, and perform for families at the school's annual multi-cultural celebration.

Finally, parent/community involvement extends outside of the Miller community. The school reaches out through its willingness to initiate and participate in social compassion projects each year. Gift cards were collected during the holidays and mailed to families of need in Westford. Donations of non-perishables were regularly collected and delivered to the Westford Food Pantry. Pillows were made by the students of the Helping Hands Club and were donated to local nursing homes. An abundance of Chapsticks were collected and mailed to the Pine Street Inn in Boston for the homeless. The Miller community is proud of its accomplishments and services and proud to be sponsors of the Wish Project of Lowell.

Curriculum and Instruction
The Miller School is committed to professional development, research and best practice for student achievement and pedagogy in all disciplines. The Miller staff has undertaken the Responsive Classroom approach to elementary teaching that emphasizes social, emotional, and academic growth in a strong and safe school community.

Handwriting Without Tears is now fully implemented in grades kindergarten through grade two. This program is developmentally flexible with engaging techniques and activities that help to improve students' self-confidence, pencil grip, and body awareness skills.

In addition, the Everyday Math program, which is based on real life problem solving and provides numerous methods of basic skills practice and review is now fully implemented in all K-2 classrooms.

Technology integration continues to be strengthened across domains. Please click on the Miller website and check out the second grade **ePals** Continent Study and/or the Patricia Polacco author study podcast.

The digital microscope was used to capture pond organisms and a first grade class created weather forecasting podcasts which are posted on the homepage as well. View the REMA gallery, which provides samples of student artwork throughout the year!

Conclusion
The Miller School is a dynamic learning environment for students and adults, and filled with incredible gifts and talent. Please drop by and see the "wonder of it all."

Stony Brook Middle School

Peter Cohen
Principal
Julie Vincentsen
Assistant Principal

During the 2008-2009 school year at Stony Brook nearly six hundred and eighty students in grades six, seven, and eight matriculated. One the first day of school, the sixth graders had the opportunity to attend school without the seventh and eighth graders. This first day of middle school along with the wonderful team-building activities that the sixth grade teachers prepared for their students allowed our newest students the opportunity to become acclimated to their new school.

The two sixth grade teams were comprised of five teachers. Each of the teachers was responsible for teaching one core subject: mathematics, language arts, reading, social studies, or science. The seventh and eighth grade teams consisted of four teachers with responsibility for providing instruction in mathematics, language arts, social studies, or science. The students in each grade received instruction on their respective teams for about four hours each day, then worked with members of the Integrated Arts Team for ninety minutes. During integrated arts they participated in a variety of age-appropriate programs, including music, art, health, physical education, technology education, and foreign language (French, German, Latin, or Spanish).

Curriculum and Instruction

The course of study followed the Massachusetts Curriculum Frameworks. Students were heterogeneously grouped in all subjects with the exception of mathematics. Students in math were placed either in a grade level or accelerated math program based on well-established criteria. Because students' understanding of math concepts occurs at different times during their middle-school years, a goal of instruction is to challenge students and provide opportunities to build each child's confidence in math and guide them in developing their mathematical thinking.

Stony Brook was again the recipient of Title One funds, which allowed us to offer additional mathematics support to qualifying students in sixth grade. These students received additional support in their math classes. Our Title I math tutor hired last year continued her work here this year, enabling us to provide this consistent and ongoing math instruction throughout the year.

During the 2008-2009 school year the math department piloted two new math programs at each of the 6^{th} and 7^{th} grade levels. In June the decision was made based on data and feedback that the 6^{th} grade will move forward with the Everyday Math Program and the 7^{th} grade will be teaching a pre-algebra course for all students.

Assessment

Assessment is an integral part of the learning process at Stony Brook. Teachers used multiple forms of assessment for measuring student achievement. The assessments stretch beyond the traditional pencil-and paper test to reports, projects and hands-on class presentations. An assessment committee will continue the work of looking at the quantity and quality of the assessment tools used at the middle school level. This will also continue to be discussed by the leadership team.

Teachers also worked to create common assessments for language arts, math, science and social studies. Benchmark tests were given in all subject areas this spring to measure the students' understanding and comprehension of the WPS curricula. All sixth and seventh grade students were given the Benchmark test in mathematics to demonstrate their basic knowledge of math concepts and computation. The results were one factor in their math placement for the

next school year. In the spring all students participated in MCAS testing. Mathematics tests and English/Language Arts tests were administered to sixth, seventh and eighth graders. Seventh graders also completed the long composition exam. Eighth graders were given a science test.

Professional Development

Professional development for the Stony Brook staff included the district wide workshop opportunities as well as some in house activities with an emphasis on building a professional learning community. The professional learning community will continue to be an emphasis for the coming school year.

Parent/ Community Involvement

The Westford Middle School PTO is a highly supportive organization that provides the middle school students with excellent activities and enrichment programs. Authors, concerts, and field trips were planned for the students. The annual magazine drive was held in the fall and raised significant funds for the school. Additionally, the PTO operated the school store. The Parent Circle also met regularly. The Parent Circle is a forum for parents of adolescents to share their issues and dilemmas and to become better parents.

School Advisory Council

The SAC, consisting of Principal Peter Cohen, three teachers and four parents, and a community member at-large, met throughout the year. A school improvement plan was developed by the advisory council. The council also updated the school mission statement.

Communication

A major emphasis was placed on school communication. Parents received a weekly email from the principal that updated them on Stony Brook happenings. The internet has become the primary method of communication from school to home. In an effort to do our part to save the environment, we have made efforts to become paperless. Paper notices are no longer sent home, but instead posted on the web site.

Westford Academy

James Antonelli
Principal

Adam Goldberg
Assistant Principal

Westford Academy welcomed 1599 students for the 2008-2009 school year. We also welcomed a new administrator and several new teachers to our building. The year was highlighted by many achievements in the area of academics, athletics, and co-curricular activities.

Student performance on the state-mandated MCAS exams continued to place Westford Academy in the top tier of high schools in Massachusetts. The class of 2009 had 100% of its graduates successfully pass both the English Language Arts and mathematics tests. The freshman students that took the MCAS biology exam did an outstanding job and were in the top 10% for the state.

Westford Academy was named a 2008 – No Child Left Behind Blue Ribbon School by the United States Department of Education. This award is given to high-performing schools that meet (AYP) Adequate Yearly Progress consistently, and have students that perform on State assessments in the 90th percentile. Massachusetts can only nominate up to seven schools. This year only three were nominated and only two met AYP, one being Westford Academy.

U.S. News & World Report awarded Westford Academy with a "silver medal" rating in their list of America's Best High Schools. It was given a college readiness of 37.9. The college readiness index was based on the weighted average of AP participation rate along with how well the students did on those AP tests, or quality-adjusted AP participation.

The end of the school year was also a time for saying goodbye to some veteran teachers.

After a 35-year career, Mr. Albert Duffett retired from the Social Studies Department. Also retiring from the Social Studies Department, after teaching in Tewksbury for 26 years and 9 at Westford Academy, was Mr. James Kastritis. The Math Department will miss Mr. Ken Kravetz who has taught for 35 years, 24 at Westford Academy and Ms. Anne Stowe, a graduate of Westford Academy and a teacher for 35 years at her alma mater. Finally, from the Science Department, Mr. Robert Ricardelli will be retiring after a 36-year career in Westford, 28 being at the high school. We wish them the very best in their retirements.

Recognitions

The College Board National Merit Scholarship Program again recognized several Westford Academy students.

2009 National Merit Commended Students:

Neha Bhatia, Alexander Bristol, Emily Cacciatore, David Cully, Daven Desai, Ashlinn Dowling, Jeffrey Dugas, Emily Eck, Alexander Feng, Kayla Flaherty-Dawson, Jared Forsyth, Prasant Ghantasala, Courtney Greer, Michael Grip, Reena Joubert, Ryan Lynch, Margaret Maguire, Stephen Mavroides, Matthew Mettler, Romit Mirchandani, Daniel Myers, Priyanka Nawathe, Matthew Ricketson, Sudarshan Srivatsan, Eric Storey, Sarah Swan, Hanna Timberlake, Stephen Uram, Daniel Vegeto

2009 National Merit Finalists:

Ankan Dhal, Jonathan Donovan, June Geng, Jonathan Jung, Sarah Kay, Neha Kumar, Alexandra Millet, Faren Tang

2009 National Merit Scholarship Award Recipients:

Alexandra Millet, Sarah Kay

Westford Academy Most Worthy Representatives Awards:

Class of 2009	Danielle Parise, Peter Edwards
Class of 2010	Audrey Tiew, Christopher Hurst
Class of 2011	Amanda Howard, Eric Meredith
Class of 2012	Jessica Bishop, William Alden

2008 Fall Sports Update

- We had three DCL Champions-coed golf, cheerleading, and field hockey

2008-09 Winter Sports Update

- Four DCL Champions – Boys & Girls Basketball, Boys Indoor Track, and Gymnastics
- The Boys Basketball team went undefeated in the league and finished 19-1.
- Katie Feng won the girls' North Division Diving Championship
- Basketball player Peter Lynch reached the 1,000-point career milestone and became the all-time leading boys' scorer.

2009 Spring Sports Update

- The Baseball team won its second consecutive DCL Championship
- Eileen Liu and Jocelyn Lund-Wilde won the MIAA State Championship in girls' tennis doubles
- Chris Fowler won the MIAA State Decathlon
- Seniors Cassandra Ryding and Peter Lynch were named Athletes of the Year

In the area of Fine Arts:

Boston Globe Scholastic Art Award Winners

Gold Key, Senior Portfolio - Mike Flannery
Gold Key - Derya Akbaba, Alice Chan, Caitlin O'Hare
Silver Key - Olivia Gardner, Carolyn Meurer, Irene Yuan
Honorable Mention - Lizzy Britton, Emily Cacciatore, Alice Chan, Zach Richards, Sarah Yim, Caitlin O'Hare, Elizabeth David

In the area of Music:

Outstanding Concert Choir: Freshmen-Jessica Bishop, Sophomore-Jerad Lawson, Junior-Lisa Ritter, and Senior-Lynsey Bourquin

Outstanding Honors Choir: Sophomore-Daniel Jong, Junior- Katie Wright, Senior-Ashlinn Dowling

Outstanding Tri-M Senior: Peter Edwards
Chopin Award: Maggie Maguire
Arion Award: Eileen Liu
Director's Award: Lillian Wilkinson
National Choral Award: Jared Forsyth
Class of 2009 Senior Awards: Chorus - Alex Norton, Orchestra - Dan Searl, Band - Anthony Martins
Graduation Trustee Award in Music: Jared Forsyth

In the area of Theater Arts:

Westford Academy Theater Arts' production of *Angels in America Part II: Perestroika* placed in the top five in the state at the MHSDG State Finals.

The following Westford Academy students were named to the MHSDG All Star Cast:

Matthew Mettler for the role of *Prior Walter*
Maggie Sulka for the role of *Hannah Pitt*

Tara Hurley for excellence in *Audio Design*
Joe Kenneally for excellence in *Audio Design*
Eliot Mooiweer for excellence in *Audio Design*
Jimmie Natusch for excellence in *Audio Design*
Brett Pestana for excellence in *Audio Design*
Joe Kenneally for excellence in *Original Score Composition &Performance*
Peter Edwards for excellence in *Music Performance*
Jared Forsyth for excellence in *Music Performance*
Anthony Martins for excellence in *Music Performance*
Becca Muller for excellence in *Music Performance*
Trevor Wellman for excellence in *Music Performance*

Performers, designers and musicians from Westford Academy Theater Arts production of *Rent* were nominated a total of nineteen times in twenty-three categories in the Wachusett Community College Theater at the Mount (TAMY) High School Theatre Competition. The production itself was named Best Overall Production. In addition to the top honor, WATA has been granted one full two-year associates degree scholarship award to a WA student of our choice to Mount Wachusett Community College. This scholarship has a value of $25,000.

Communication
Communication remains an important component of Westford Academy's mission. Our newsletter was published quarterly and continued to include a Message from the Principal, calendar of events, and department and school-wide highlights. The principal's Friday email provided parents with a snapshot of the events happening around Westford Academy. The Parent Information Exchange (P.I.E.) meetings provided parents with an opportunity to get information on a number of topics and to have a question-and-answer period with the principal.

25 Years of Service
At the annual Westford Academy staff recognition reception, Mr. Mark Miller, Audio Visual Technician, was recognized for 25 years of service at Westford Academy.

Westford Academy Trustees
The Westford Academy Trustees continue to support scholarships, programming and technology with their annual financial award of approximately $80,000. Their generous support was distributed through scholarships to graduating seniors, most worthy representatives and excellence awards, and the National Honor Society senior book. This year the Trustees purchased additional technology for our Computer-on-Wheels, a program called Rachel's Challenge, Lego Robotics for the Science Technology classes and a new sound system to be used at graduation and other ceremonies. The overall gift was for $20,000.

Mr. H. James Kazeniac
Mr. Paul MacMillan
Mr. A. Dana Fletcher
Mrs. Bette Ross Hook
Mr. Geoff Hall
Mr. Joseph F. Lisi Ed.D.
Ms. Ellen Downey Rainville
Honorary Member: Ms. Patricia Bradley

Mr. Lloyd Blanchard
Mr. William Kavanagh
Mrs. Helena A. Crocker
Mrs. Eva Nesmith Brown
Mr. Robert Herrmann
Mr. Ryan Dunn
Mr. William Cody

Emeritus Members:

Mr. Maurice Huckins Jr.
Mrs. Eileen O. Anderson

Mr. E. Kennard Fletcher
Mrs. Barbara H. Parkhurst

Conclusion

Westford Academy is a wonderful academic institution with caring administrators, teachers, and staff. The school community focuses on high academic expectations while fostering an environment that is clean, safe and focused on a positive school climate.

As a graduate of Westford Academy, I cannot begin to express how proud I am to be the principal of this high-performing high school.

The Ceremony

Processional: Pomp and Circumstance.....Elgar

Class Marshals.....Cassandra Gilling, Mackenzie Antonelli

National Anthem .....Played by Westford Academy Band
Kenneth Culver, Director

Principal's Welcome .....James P. Antonelli

Recognition of Salutatorian .....Sarah Frances Kay

Recognition of Valedictorian .....Alexandra Jeanne Millet

Special Presentations .....Class Officers
Brian McManimon - President — Jason Dietz - Vice President
Michelle Steenland-Gilbert - Secretary — Neha Bhatia - Treasurer

Alma Mater.....Sung by Westford Academy Honors Choir
Karen St. George, Director

Class of 2009 Speaker .....Margaret Kathryn Maguire

The Most Worthy Representatives of Westford Academy
And Academic Excellence Awards
Westford Academy's Board of Trustees Presenters -
Helena M. Crocker and George Fletcher

Congratulatory Remarks .....Everett V. Olsen, Jr.

Presentation Of Diplomas By
Westford School Committee

Mr. Arthur Benoit — Mr. David Keele
Ms. Judith Culver — Ms. Erika Kohl
Ms. Angela Harkness — Ms. Margaret Murray
Mr. Kenneth Teal

Class Song .....Send Me On My Way" by Rusted Root
Performed by: Members of the Class of 2009

Closing Remarks .....Brian McManimon, President

Westford Academy 2009 Graduation		
June 5, 2009		
Andrea Mae Abbott	Penina Marie Buonsanto	Sarah Louise Donahue
Megan Callahan Adelstein	Sofia Irene Burgess	Jonathan Mark Donovan
Christopher David Agneta	Shane Michael Burgoon	Michelle Marie Doucette
Ridwan Rafi Ahmad	Reuben Sandstrom Burk	Ashlinn Shannon Dowling
Derya Deniz Akbaba	Paul Joseph Burns	Sean Crawford Duane
Joseph Robert Alden	Emily Marie Cacciatore	Thomas Luke Dubinski
Nicholas Alexandropoulos	Cameron John Caffelle	Jeffrey Vernon Dugas
Derek Michael Allen	Trista Jane Cantin	Barry Robert Dunn
Reed Francis Allen	Matthew Michael Carey	Kristin Marie Dunn
Christopher Graham Anton	Taylor Mary Casey	Chelsey Ann Earl
Ameya Prakash Apte	Terrence Patrick Casey	Emily Frances Eck
Danielle Theresa Arena	Matthew Leonard Cerullo	Peter Michael Edwards
Jessica Dawn Armstrong	Andrew David Chandler	Michelle Anne Elitzak
Emily Catherine Babon	Stephane Gabriel Chassagnade	Martin Marc Enis
Adela Bai	Haijing Chen	Benjamin Erhard
Mary Jane Rose Baker	Shuxin Cheng	Stephanie Rose Errera
Reid Marshall Baldwin	Bryan Gim Hon Chin	Glynis Rose Faherty
Christopher Paul Barck	Alison Mary Ciulla	Timothy Joseph Faherty
Donald Frank Barnas III	Matthew Charles Clancy	Ryan David Fellers
Keith Patrick Barry	Samuel John Clancy	Alexander David Feng
Caitlin Marie Battaglioli	Alexander Robert Cloutier	Jessica Feng
Sara Baumann	Shawn Thomas Cobb	Joelle Elena Fingerhut
Daniel Nicholas Beardsley	Amanda Lee Connolly	Michele Catherine Fiore
Anna Jane Beatty	Mary Elizabeth Conway	Brandon Scott Fitzgerald
Ryan William Becker	Erin McIntyre Cooke	Kayla Marie Flaherty-Dawson
Jaime Nolan Bedard	Camilla Elizabeth Cooper	Michael John Flannery
Justin Adam Belinsky	Thomas James Courtney	Shelby Anne Flannery
Ryan Scott Bell	Christopher Michael Crane	Victoria Dorothy Flood
Jennifer Mae Benassi	Sean Michael Crawford	Cara MacKenzie Foley
Brian Alex Benet	Kayla Marie Cronin	Samantha Joanne Fontaine
Theresa Marie Benoit	Bethany Ann Culbertson	Jared Lee Forsyth
Alexander John Berner	Michael Richard Cullen	Ryan David Fosdick
Ashley Melissa Berner-Potts	David Andrew Cully	Michael Francis Fossey
Lauren Alexandra Betz	Nicole Marie Curley	Christopher James Fowler
Neha Bhatia	Matthew James Cusworth	Lucia Dorothy Franceschi
Alka Bhatt	Michael Patrick Damiani	Linley Hope Frankel
Asma Moiz Bhindarwala	Alexandra Maria Daniel	Zinaida Alisa Frink
Katriina Pekkala Bibbo	Shruti Rao Datari	Nora Fuchser
Gregory David Bohenko	Elizabeth Ann David	Brett William Fulton
James Edward Boretti	Alyssa Lauren DeAngelo	Michael Paul Gagliardi Jr.
Cara Kennedy Bornstein	Nicole Renee Dee	Rachael Marie Gagne
Kenneth Frank Bourdeau	Katie Michelle Dellorso	David Raymond Galgano
Lynsey Nicole Bourquin	Allison Linda DeNatale	Brian Patrick Ganley
Geoffrey Evan Boutin	Katherine Elizabeth Deren	Olivia Jeannette Gardner
Catherine Marie Bransfield	Daven Gautam Desai	Patrick Donald Gaudet
Lauren Elizabeth Brewer	Juliane Nicole Desforge	Valerie Helene Gauthier
Evan Andrew Briere	Ankan Kumar Dhal	June Zhao Geng
Salvador Antonio Briggman	Alexa Maria Dichio	Prasant Kumar Ghantasala
Alexander Lawrence Bristol	Katherine Mary Dick	Joseph Patrick Gibbons
Blair Elizabeth Brown	Jason Brey Dietz	Mallory Elizabeth Goodrich
Lindsay Nicole Brown	Stacey Michelle Doherty	Samuel George Grad

Westford Academy 2009 Graduation		
June 5, 2009		
Ian JiHyun Graham	Sarom Esther Kim	Matthew Johnson Mettler
Ross Michael Grand	Arianna Laurene King	Carolyn June Meurer
Andrew Goddard Greaves	Andrew Thomas Korobkin	Katherine Lee Michalopoulos
Joseph John Greenwood	Julie Elizabeth Krieg	Brian John Milisci
Courtney Elizabeth Greer	Neha Kumar	Alexandra Jeanne Millet
Michael David Grip	Catherine Jessica Lacroix	Romit Dilip Mirchandani
Owen Dooley Gudinas	Shauna Clare Landrey	Michela Elisabeth Mitsock
Alexander Sloan Gula	Jonathan Peter Langford	Eliot Stephen Mooiweer
Umang Gupta	Danielle Nichole Lavallee	Jennifer Anne Morano
Nicholas Stuart Habosian	Michael Scott Lawson	Matthew Thomas Morrissey
Alexander William Haines	Wagner Francis Leary	Rebecca Anne Muller
Olga Davidovna Hall	Abigail Elaine Lee	Brian Robert Murphy
Benjamin Toll Hallion	Trevor Austin Lee	Kyley Mechele Murphy
Carley Toll Hallion	Benjamin Hsin-tai Lin	Jay Thomas Murray
Ailish Meghan Hanly	John Crafts Lincoln	Scott James Musumano
Alexandra Bess Harkness	Julie Anne Livorsi	Daniel Lee Myers
Timothy Robert Haroules	Grant Michael Lobo	Karen Elizabeth Nallen
Devon Ann Harrington	Brett Christopher Loughlin	Paul James Natusch Jr.
Patrick McGowan Hayes	Kyle Robert Lundin	Priyanka Waman Nawathe
Samuel Hanson Heller	Calvin Luu	Marika Dawn Nebesky
Kathryn Nicole Hill	Peter Adams Lynch	Benjamin Arthur Nelson
Natalie Anja Holz	Ryan Daniel Lynch	Christopher Stewart Newhard
Marc William Hopkins	Chao Ma	Jennifer Lyn Normandie
William Albert Horton	Chloe Marie MacDonald	Alexander Richard Norton
Ryan David Houmiller	Tyler Roberts MacDougall	Layla Anne Nouilati
Sonya Cherise Hovsepian	Shane Joseph Mackay	Jordan James Ntapalis
Elizabeth Marie Hughes	Andrew Philip Macpherson	Caitlin Marie O'Hare
Amy Dawn Hulings	Margaret Kathryn Maguire	Kevin John O'Neil
Phillip James Hunt	Praneetha Malipeddu	Nicole Lillian Order
Megan Elizabeth Hunter	Naishadh Malisetty	Danielle Leigh Pancoast
Tiffany Genevieve Huynh	Stephanie Rachel Mann	Anthony Robert Parente
Daniel Anthony Imbriaco	Christina Maria Marchetti	Danielle Nicole Parise
Joseph Patrick Inman	Monica Jane Martel	Achint Navin Patel
Peter Walter Jackson	Anthony Richard Martins	Edward Paul Pawlowski
Cynthia Aileen Joachimpillai	Stephen Charles Mavroides	Anne Marie Peloquin
Courtney Elizabeth Johnson	Farzana Véronique McDoom	Brett Albert Pestana
Olivia Paige Johnson	Brendan Patrick McEnaney	Cory Michael Peters
Timothy John Jordan	Ian Burke McEnaney	Randy Jay Peterson
Reena Lindsay Joubert	Christa Claire McGaha	Thomas Walter Phelps
Kevin William Joyce	Colleen Elizabeth McGee	Alex David Pherson
Jonathan Michael Jung	Sean William Patrick McGrath	Rachel Lynn Preckol
John Paul Kane	Tracy Roux McGrath	Anupama Purohit
Ryan Patrick Kane	Abigail Marie McKeon	Shawn Patrick Rafferty
Timothy Ryan Katz	Jessie Kathleen McLean	Patrick David Raneri
Nuala Joyce Kavanagh	Daniel Jacob McMahon	Zainab Samin Rashidu
Sarah Frances Kay	Kelley Marie McMahon	Michael Joseph Ravalese
Emily Marie Keele	Brian Frederick McManimon	Caroline Rawski
Brendan Ross Kelley	Samantha Jean McNamara	Alexandra Emily Reid
Elizabeth Ann Kelley	Cody James McNayr	David Daniel Reister
Kristina Jeanne Kelley	Devin James McNeil	Andrew Boyd Reming
Joseph Gallant Kenneally	Austin Michael Mendes	Micaela Fay Reppucci

Westford Academy 2009 Graduation		
June 5, 2009		
Rebecca Ricard	Lauren Elizabeth Alexandra Sweitzer	
Laura Michelle Ricercato	Conor Flynn Swinson	
Zachary Michael Richards	Faren Miranda Tang	
Taylor Catherine Richardson	Andrew Paul Taverna	
Matthew Denver Ricketson	Jay Thakrar	
Michael Henry Rinaldi	Adam David Thomae	
Daniel Christian Roberts	Michelle Marie Thomasch	
Greta Kathryn Roper	Carly Tresa Tiches	
Kira Collette Ross	Hanna Grace Timberlake	
Katrina Elise Rucinski	Colin Leslie Tincknell	
Kaitlyn Anne Ruggiero	Sasha Zaina Trabane	
Lee Joseph Russo	Stephanie Annette-Ruth Trudel	
Rachel Ann Ryan	Kelly Ann Tyman	
Cassandra Marie Ryding	Andrew Patrick Tyrrell	
Dana Newman Sanderson	Stephen Ross Uram	
Brian Christopher Scholten	Stephanie Rose Van Dam	
Kelsey Anne Sczylvian	Stephen Michael Varney	
Daniel Ross Searl	Gabrielle Besse Vaught	
Danielle Marie Sears	Daniel Benjamin Vegeto	
Andrew Robert Severance	Juliana Michele Vimond	
Samuel George Shackleton	Kerry Melissa Walsh	
Anish Shetty	Kristina Clarke Walsh	
Annabelle Lee Shollenberger	Sarah Caitlin Walsh	
Timothy James Sistare	Sarah-Jane Walshe	
Amanda W. Siu	Alexsis AnnMarie Walter	
Lauren Nicole Slattery	Jillian Kee Webber	
Eric Daniel Smith	Tiffany Susan Welch	
Mark Harry Smith	Trevor Douglas Wellman	
Peter James Smith	Gregory Scott Wheeler	
Kimberly Suzanne Sollows	Heather Lynn Whitney	
Thomas Aagaard Sonderegger Jr.	Johanna Märit Elisabeth Wilbrand	
Stefanie Rachel Sparrow	Matthew Daniel Wilkening	
Sudarshan Srivatsan	Lillian Shaw Wilkinson	
Dennis Wayne St. Gelais	Lauren Jane Woitowicz	
Alex Michael Stafstrom	Laura Shirley Wong	
Melissa Kathleen Stanvick	Meredith Claire Wormell	
Michelle Therese Gilberte Steenland-Gilbert	David Mark Yogodzinski	
Andrew James Steiner	Emily Carolyn Zehngut	
Eric Michael Storey	Michael HongYuan Zhang	
Margaret Allyn Sulka	Heather Holzman Zion	
Ashley Lynne Sullivan		
Kyle Christopher Sullivan		
Patrick Michael Sullivan		
Sarah Marie Sullivan		
Sarah Elizabeth Swan		
Benjamin Kiernan Swanson		
Steven Michael Sweeney		

TAX POSSESSION SALE COMMITTEE

Mission:

The Tax Possession Sale Committee will use the following guiding principles to responsibly manage the Town's inventory of tax possession property.

- Commitment to conduct official business in an open and transparent manner.
- Recognition that the best interest of the Town and its residents is the highest priority.
- Resolve to ensure that the Town gets the maximum benefit from our actions.

Kate Paquin
Chair
Ernest H. Hyde
Darrin Wist
John Mangiaratti
(staff)

Progress

Most of the efforts of the Committee in 2009 focused on the process of actively selling property, which it holds under its jurisdiction. Our main goal was to responsibly sell the land in order to generate revenue from the sale as well as get the property to once again generate tax revenue for Westford. The Committee established and adopted new Rules of Procedure for the process for disposing of its properties

We did sell one property in private sale and have worked with the Finance Committee and the Board of Selectman to have 3 parcels tested in order to gain the best price possible for those parcels.

In conjunction with the special town meeting the TSPC transferred a large parcel of land-locked land to the Conservation Commission. That parcel was located on Texas Road.

The Committee has met with the Affordable Housing Committee and they have expressed interest in a few parcels of land to increase the amount of affordable housing available in Westford.

The TPSC website (www.westfordma.gov/tpsc) was created in 2008 to display current information such as agendas and the mission statement. The website also contains an updated list of all properties that are in tax possession.

Goals

- The committee currently has 55 properties under its jurisdiction. With the recent completion of the Committee's press release it is hoped there will be some interest in some smaller private sales.
- The Committee is currently investigating running an auction for the properties under its jurisdiction in late spring of 2008. This will be used as a direct and cost effective way to move many properties in one day. The committee is hoping to have an auction this spring after certain parcels are tested.
- List properties in local paper. When a property becomes available the Committee would like that property to be immediately available for sale. The long-term goal of the committee is to have few or no properties under its jurisdiction.
- The committee would like to work with other town committees to see if there are town uses for some of the property under the Committee's jurisdiction. We will work with other Committee's to insure that the best interests of the town are taken into consideration.

The Committee Board Membership

- The committee members were all appointed in 2007 and remain committed to the board. Therefore, no board changes are required. All Committee member's terms are up for renewal in May of 2010.

Technology Department

www.westfordma.gov/tech

Christopher McClure
Director

Kate Maguire
Operations Administrator

Kevin Murphy
Network (Shared with School)

Tom Laflamme
Database Administrator

Eric Coraccio
Systems Administrator

In 2009, Westford officially launched www.fbgov.us, a public-private venture to market, sell and support online permitting and licensing software developed by the Town's Technology Department to other municipalities in New England and beyond. By the end of December, Westford had sold the software to 3 towns in MA, RI and ME bringing in around $15,000 a year in new revenue. This project is in a strong position for continued growth in 2010.

This launch stems from an ongoing commitment over the past three years to make Westford local government better through technology. The timeline highlights some of the major events that paved the way for this project.

Timeline:

Summer 2006 to present:
Build infrastructure to improve communication, efficiency and uptime and reduce costs.

Completed projects: installed fiber wide area network to all town and school buildings to replace leased t1 lines, improved local networks, replaced traditional servers with central virtual blade servers and network attached storage, installed virtual desktop software at the public library.

Fall 2006 to present:
Improve email, phone and web communication and services internally and with the public.

Completed projects: installed new town-school wide email/ calendar/ web-management/ collaboration software, rebuilt town, library and all 10 school websites, expanded IP and mobile phone systems and linked voicemail to email.

Spring 2007 to present:
Improve and increase information and services available online.

Completed projects: real-time web updates, web notices, agendas and other information with email subscribe option, real-time meeting and other calendars.

Winter 2007 to present:
Create a rich web experience with more databases and Web 2.0 content.

Completed projects: Common Cause eGovernment Award with Distinction for 2008 and 2009, RSS feeds, Google Calendar subscriber links, Boards and Committees database, Voter Registration Database, Document Management System online with over 100,000 public documents, online permits.

Spring 2008 to present:
Create an online GIS based systems integration model linking GIS, Assessors Data, Document Management and Permitting with a single point live query.

Completed projects: launched online parcel lookup tool with single point live query into all land management databases.

Summer 2008 to present:
Create an online permitting system capable of integrating into Westford's systems integration model and meeting the needs of all permitting departments, explore revenue potential of selling this system to other communities on a regional model.

Completed projects: Westford is currently using the system they developed as part of the systems integration model live online at permits.westfordma.gov for building and Board of Health permits. Westford issued and awarded an RFP to market, sell and support this permitting system to other communities. Westford signed a 3-year contract with Hawkeye Government Solutions and launched in summer 2009.

The Permitting project is not a single event, but the culmination of these and many other projects in line with a philosophy of how government technology should work. This is a Technology Department project made possible by input from many departments and individuals. Special mention needs to go to Database Administrator Tom Laflamme who programmed the permitting database and online forms. Other key departments are GIS, Town Clerk, Permitting Departments and Town Manager.

This project stems from a much broader set of goals. The general goals of improved communication, efficiency, services and uptime continue to be met. The Technology Department has realized over $80,000 a year in direct savings due to its various projects over the past three years plus indirect savings to other departments.

This project has multi-level goals. Westford now enjoys an excellent custom online land management suite highlighted by its own permitting system. This has always been the primary goal of the permitting project. Westford enjoys the cost savings associated with not having to pay another company for permitting software. The bigger, long term goals are to ensure that the Westford model continues to be sustainable, generate revenue for the Town of Westford while providing other communities a quality, affordable solution for government by government, encourage regionalization and standardization to help control costs and deliver a richer product.

Eric Coraccio, Systems Administrator, left Westford in November 2009 for opportunities in the private sector. Eric was instrumental in Westford's virtualization and public safety projects. That position will be filled in 2010 in order to support Westford's vital infrastructure and to continue expanding virtualization across Westford's town and school networks.

Town Clerk

Kaari Mai Tari
Town Clerk

Patty Dubey
Assistant Town Clerk

Rita Shipley
Senior Assistant

Marilyn Frank
Dept. Assistant

The Town Clerk's office phones just never stop ringing! As a gateway to town government, our office is a resource for public information and many services, such as voter registration, dog licensing, bulk trash stickers, fishing & hunting licenses, raffle permits, public records requests and more.

Registrars
Voting lists were prepared for two elections and four town meetings this year: May, June and July were bustling with town meeting activity and the death of U.S. Senator Edward M. Kennedy led to a Special State Primary on December 8th. Special voter registration sessions are held 20 days before an election and 10 days before a Special Town Meeting, usually at the Town Clerk's office. On those days the Town Clerk's office is open until 8:00 PM. The voting precincts in Westford are as follows:

Precinct 1	Abbot School, 25 Depot Street
Precinct 2	Blanchard Middle School, 14 West Street
Precinct 3	Abbot School, 25 Depot Street
Precinct 4	Robinson School, 60 Concord Road
Precinct 5	Stony Brook School, 9 Farmer Way – at Veterans Memorial Complex
Precinct 6	Rita Edwards Miller School, 1 Mitchell Way – off Russell'sWay

The 2009 population in Westford based on census returns and voter activity was 20,718 as of December 31. There were 491 voter registrations processed in 2009, placing the town's voter population at 14,982.

The data provided from census returns is used to update voter information in the state's Central Voter Registry, which is used to generate voter lists for elections and town meetings, as well as being a data source for the Jury List. This data is valuable to many town departments and state agencies for statistical purposes as well. Information regarding residents under the age of 17 is shared only with the School and Police departments.

Election Management
There is an incredible amount of teamwork that goes into running elections. At the polls, a total of 84 election officers work very hard to make the election day process an easy one for voters and we are grateful for their tremendous efforts. Police officers help to ensure public safety and provide security for the election process from the ballot box during polling hours to transporting the ballots and voter lists at the end of the night. Voters who have an interest in working at the polls are encouraged to contact the Town Clerk's office.

Voters don't have a chance to see the work that goes into scheduling, setting up and taking down all the booths and any other changes that are needed to accommodate voting at the schools, but we would be lost without them. Richie Crocker, Linda Atton and John Emanouil at Abbot School; Lynda Colby and Rick Menard at Blanchard School; Carol Steele and John Winn at Miller School; Brenda Pelletier, Jayne Locke and Dan Barrett at Robinson School and Deb Leavis and Rick Harbaum at Stony Brook School along with their coworkers are an integral part of the election day process. Richie Crocker has a wonderful crew and when we see Kurt Franz at 5:00am to pick up ballots for delivery, we know that it will be a good day!

Vital Statistics
During the 2009 calendar year, 144 births, 53 marriages, and 153 deaths were recorded and 56 marriage intentions were filed. Details are printed elsewhere in the Town Report

Licensing & Permits
Dogs over six months of age must be licensed every year; licenses are based on calendar year. In order to be licensed a current rabies certificate is needed. The cost per license is $15 per dog for all dogs, but owners ages 70 and over do not have to pay to license their dog(s). We licensed 2,318 dogs in 2009. The Town Clerk's office again participated in the annual rabies clinic by licensing dogs on location. Remember that according to town bylaw, if you neglect to license your dog before the end of the grace period (March 31), you must pay a fine of $25 in addition to the dog license fee (seniors are not exempt from this late fee). If your dog has received a rabies vaccination, the Town Clerk's office often receives a copy of it directly from the veterinarian, so you can expect to be contacted by Assistant Town Clerk Patty Dubey about licensing your dog.

The Town Clerk's office, serving as licensing agent for the Division of Fisheries and Wildlife, issued 217 fishing, hunting, and sporting licenses during the calendar year.

A total of 124 business certificates or DBAs were issued in Westford in 2009. Certificates are valid for four years, prompt correspondence from the Assessors office regarding personal property tax on business equipment, and need to be either renewed or dissolved in order to keep our records current. Rita Shipley manages the database and keeps businesses up-to-date with renewal reminders.

Eleven raffle & bazaar permits were approved by the Police Chief and issued by the Town Clerk's office. These permits are available only to non-profit organizations that have been active for at least two years and are able to prove that if asked.

Acting as annual licensing officer for the Board of Selectmen, Patty Dubey maintains the files and prepared paperwork for 99 licenses issued by the Selectmen.

Records Management
A total of 633 meetings were held by more than 50 boards and committees whose members are listed in the front of the Town Report. Board and committee membership is printed in the front of this book and is also viewable online at: westfordma.gov/citizen.

Preservation
Special thanks to members of the Records and Archives Management Committee for their assistance with town archives, which is detailed in their report.

Miscellaneous
The Town Clerk's office accepted 316 passport applications in 2009 that were forwarded to the passport processing center.

As commissioners to qualify individuals for certain state offices, the Town Clerk's office staff swore in 44 notaries public.

Town Clerk's office staff also serves as notaries publics, processing 387 notarial acts in 2009. As the first line of response for public information requests, the Town Clerk's office staff relies on the expertise and assistance of many individuals and departments to whom we are grateful.

Births

The following list is printed with permission from the parents and is a partial listing of the births contained in the public record for 2009.

Child's Name	Mother's/Parent Name	Father's /Parent Name	Date of Birth
Cannistraro, Nicholas Joseph	Betty Jo Chiara	David Joseph Cannistraro	6/10/2009
Banatt, Maxwell Michael	Shannon Lynn Farrell	Michael Thomas Banatt	2/2/2009
Bhatra, Ibsham Junaid	Vidad Junaid Dhalani	Junaid Amin Bhatra	4/10/2009
Blumberg, Isabella Ruth	Emily Beth Ehrenberg	Michael Neil Blumberg	10/27/2009
Danzig, Judah Shai	Karyn Lisa Stern	Adam Ethan Danzig	10/12/2009
Dowd, Allie Annmarie	Jennifer Lynn Powers	Daniel Joseph Dowd	7/24/2009
Dubuc, Natalie Claire	Gretchen Natalie Skentzos	Ronald Conrad Dubuc	8/11/2009
Fogg, Matthew James	Kendra Danielle Von Derheide	Christopher David Fogg	4/9/2009
Gouldson, Brienne Renee	Andrea Denise Barriault	Sean Colin Gouldson	7/23/2009
Gross, Solomon Ross	Jill Regina Cresey	Ross Morris Gross	3/25/2009
Guay, Christine Alice	Celeste Marie Pinette	Scott Michael Guay	4/12/2009
Harikumar, Sanjay	Meera Sukumaran	Gopal Harikumar	3/4/2009
Holway, Zoe Elizabeth	Joanna Marilyn Kalikow	Lowell Hoyt Holway III	6/27/2009
Knoettner, Brady James	Bethany Lyons	Matthew William Knoettner	3/23/2009
Liu, Richard Licheng	Xueqing Zhang	Benyuan Liu	1/18/2009
MacLean, Ethan Michael	Laura Marie Koller	Brian Charles MacLean	1/1/2009
Messenheimer, Evlyn Mae Maria	Ruthanne Elizabeth Curra	David James Messenheimer	7/28/2009
Metivier, Sara Jean	Michelle Erin Shaw	Michael Philip Metivier	5/6/2009
Onasch, Chase Rendall	Joy Grillon	Timothy Bruce Onash	6/23/2009
Pelta, Tyler William	Christina Marie Feakes	Aaron Mitchel Pelta	7/1/2009
Petersen, Reese Rachel	Wendy Marisa Jackson	Daniel Robert Petersen	7/16/2009
Pucillo, Alexander David	Allison Marie Coulombe	Angelo David Pucillo	6/12/2009
Quiroz, Eva Marie	Carla Marie Benson	Aldo Darci Quiroz	7/26/2009
Sallet, Joshua Paul	Lynne Williams	Peter Gottfried Sallet	7/7/2009
Scarano, Julian Cary	Jennifer Cary	Adam Collins Scarano	5/31/2009
Sperry, Elizabeth Helen	Susan Norma Fasano	James Robert Sperry	5/8/2009
Sturges, Anna Marie	Tracey Lynne Eastman	William Robert Sturges	8/23/2009
Swanson, Benjamin James	Roxanna Christina Dodson	Timothy James Swanson	5/29/2009
Thomas, Juliette Anne	Jennifer Marie Chapman	Marc Claude Thomas	3/2/2009
Van Houtte, Allyson Soyan	Dorothee Sanchez	Erick Van Houtte	7/27/2009
Zhang, Aaron Jeffrey	Hong Cai	Zhaohui Zhang	4/18/2009

Deaths

This is a complete listing of deaths in 2009 at time of printing.

Date of Death	Name	Marital Status	Age
11/13/2009	Agnese, Albert J	never married	81
5/10/2009	Ahdab, Michael F.	mar- Christine P Hopper	77
6/25/2009	Ahern, Katherine Nora	wid-Francis T.	90
2/10/2009	Alton, Florence	wid-Arthur	90
2/25/2009	Anderson, Beverly	mar-Andrew G	72
10/1/2009	Andrews, Doris	wid-Felix	87
9/12/2009	Apostolakos, Antoinette	wid-Peter C	94
2/12/2009	Ascani, Elio Armando	wid-Florence A Santangelo	75
6/9/2009	Atkinson, Thelma	wid-Arthur W.	93
6/14/2009	Avila, Sophie	wid-Raymond	83
7/19/2009	Bachrach, Virginia	div-Theodore	86
4/22/2009	Bauks, Zida	div-Regina Fahey	88
8/19/2009	Beebe, Virginia	wid-Edward	84
1/16/2009	Begley, Beryl Rita	wid-James A.	84
5/24/2009	Bender, Michael E.	mar-Carolyn Ann Alekna	65
9/16/2009	Bolton, Kenneth A	never married	49
10/5/2009	Bransfield, John Richard	mar-Joan Eldridge	50
8/7/2009	Brunelle, Joseph	wid-Mary Demichaelis	85
11/18/2009	Brzezinski, Shirley Gertrude	wid-Walter H.	89
4/19/2009	Bue, Antoinette I	never married	90
10/7/2009	Burke, John P.	wid-Elizabeth	70
5/4/2009	Burke, Michael Francis Sr	mar-Regina Kelley	68
3/29/2009	Burrill, John D	mar-Jane Hunter	65
10/21/2009	Cadena, Marcos	never married	42
7/3/2009	Carnevale, Ralph C.	wid-Grace Mullen	95
10/21/2009	Carney, William E.	mar-Linda Langille	66
12/14/2009	Castellano, Ann E.	div-Anthony	75
2/2/2009	Chiungos, Frances G.	wid-Constantine	90
7/17/2009	Clough, Madelon	wid-Robert	96
12/22/2009	Cockerline, Scot	div-Deborah Hall	56
2/28/2009	Collins, Dorothea M.	wid-Arthur W.	92
1/2/2009	Collins, Helen	wid-Howard	95
7/11/2009	Connell, Daniel D.	mar-Joanne O'Brien	67

Date of Death	Name	Marital Status	Age
1/10/2009	Corcoran, Francis J.	wid-Alice Ferranti	81
2/20/2009	Costa, Lucille Ann	wid-Edson	88
7/13/2009	Costello, Constance	wid-Robert	79
4/1/2009	Cote, Steven J.	never married	53
5/15/2009	Couto, Mary Grace	div-Joseph	97
8/22/2009	Cowgill, Elena Rossi	wid-Wilbur J	85
4/15/2009	Crocker, Bryce Hunter	wid-Madeline Courtemanche	86
11/20/2009	Curley, James	mar-Sheila Ingalls	77
10/18/2009	Dearborn, Newell C	mar-Daisy Forten	81
6/8/2009	DelVecchio, Patricia	mar-John	51
5/4/2009	DePietro, Antoinette	wid-Nunzio	82
2/28/2009	Deschene, Michelle R.	never married	49
6/12/2009	Dias, Richard L	mar-Brenda J Dias	70
7/4/2009	Diggs, Donna W.	div-Albert G	62
2/19/2009	Donahue, Eileen	never married	87
12/12/2009	Donnelly, Esther	wid-Frederick	90
10/18/2009	Duffy, Dorothy M	wid-Daniel A	87
4/6/2009	Dumont, Dorothea Elizabeth	wid-Gerald	88
10/31/2009	Dunn, Pauline C.	div-Robert	93
5/21/2009	Dyer, Mildred A.	wid-Tyler E. Sr	86
6/29/2009	Elias, Miroslav	mar-Ludmila	66
6/15/2009	Fanning, John J II	never married	51
6/9/2009	Farrar, Frederick	mar-Carolyn Wooster	70
7/23/2009	Fitzpatrick, Robert	mar-Phyllis Bergsten	80
5/1/2009	Fontaine, Doris J	wid-Joseph R.	83
11/3/2009	French, Harry Glen	mar-Kathleen A MacQuilken	48
1/3/2009	Furcillo, Donald J	mar-Gilda Caiola	53
2/2/2009	Furness, Robert Howard	mar-Christine DuBosky	46
11/17/2009	Gendron, Theresa J	wid-Leo F	83
12/14/2009	Glidden, George A	mar-Virginia Stephens	79
2/4/2009	Granfield, Mary P.	wid-Robert P. Sr	92
9/23/2009	Grant, Lorraine B	wid-Donald W	94
1/29/2009	Harhen, Paul Francis	mar-Hildred Burke	75
7/1/2009	Harmon, Claudia	div-Thomas	56
11/25/2009	Harney, Edward F.	mar-A, Barbara McGuiness	90
10/1/2009	Harron, George	Wid-Anna Brady	88

Date of Death	Name	Marital Status	Age
2/26/2009	Healy, John A. Jr	wid-Louise Smith	89
5/28/2009	Healy, Richard K.	mar-Margaret O'Toole	87
7/2/2009	Healy, Violet	never married	89
11/11/2009	Hegland, Arthur G.	wid-Mary George	87
2/10/2009	Hicks, Augusta M	wid-Albert E.	95
5/23/2009	Hildreth, Margaret	wid-Stuart Bailey Sr	96
4/12/2009	Hildreth, Stuart Bailey Sr	mar-Margaret Mangan	95
9/14/2009	Hitchcock, Mary Ellen	Wid-Ivan G	91
5/31/2009	Hoebeke, Rose C.	wid-Robert	98
7/15/2009	Hudak, Albert	mar-Eileen Corcoran	65
1/20/2009	Hurley, Beverly Ruth	wid-Ralph	81
10/7/2009	Iwanski, Chester	wid-Stasia Grynkiewicz	86
5/10/2009	Jenkins, Allen W.	wid-Edith Bent	84
7/10/2009	Jensen, William Altman	mar-Mary Frances Werner	73
5/28/2009	Johansen, Keith M.	mar-Kay Anne Kendall	69
3/4/2009	Johnson, Eva C	wid-Ralph W	86
2/12/2009	Jones, Antoinette R.	wid-Arthur C.	92
2/26/2009	Kalikow, Daniel N	mar-Deborah Weiss	65
4/25/2009	Kelly, Lorraine	div-Caroll Ouellette	83
3/4/2009	Kloppenburg, George Alfred	mar-Virginia A Shea	88
3/14/2009	Krishnamurthy, Nirmala	mar-Nagarajan	66
5/25/2009	Kulikowski, Leonard L.	mar- Lola Tousignant	77
4/10/2009	Kutel, Sylvia	wid-Sidney	91
1/9/2009	Lacombe, Cecile	wid-Joseph	90
7/31/2009	LaFond, Halina	div-Philip	62
1/6/2009	Larden, Margaret	wid- Charles	103
2/16/2009	Leggat, Ruth	wid-John E.	81
5/21/2009	Lehan, James D	mar-Elizabeth Bussey	77
8/18/2009	Lessard, Joseph A.	mar-Ruth Gumpright	85
3/14/2009	Levi, Phyllis C.	wid-Stuart A.	86
11/25/2009	L'Hussier, Dorothy Holmes	mar-Ernest	73
2/10/2009	Lodico, Shirley Ruth	div-Nicholas P	80
11/19/2009	Lomen, Howard	mar-Marcy Kritsick	55
2/2/2009	Lozowski, Mildred E.	wid-Edward S	88
8/17/2009	Majewski, Theodore S.	mar-Carol Dall	74
9/19/2009	Major, Althea Christie	wid-Whetton	91

Date of Death	Name	Marital Status	Age
2/1/2009	Marchand, Karan A.	never married	56
4/29/2009	McWilliams Sr, John J	mar-Phyllis M Kennedy	83
4/20/2009	Miln, Ruby Jeanne	wid-Samuel	93
9/23/2009	Morin, Eleanor	wid-Clifford T	93
8/20/2009	Mowatt, Gloria E.	wid-Viboit	89
6/20/2009	Murray, Richard C	wid-Catherine M Allen	81
9/21/2009	Myott, Helen M	wid-Charles A	80
1/25/2009	Neaesu, Andra Carina	never married	17
4/25/2009	Nickerson, Tammy L	mar-Don	45
11/6/2009	Ostiguy, Henri J	wid-Mary V Roper	89
11/12/2009	Paquin, Florence L.	wid-Herve A.	88
6/8/2009	Parise, Evelyn	mar-Sergio	50
1/18/2009	Prescott, David B	never married	47
11/29/2009	Primak, Jacob	mar-Leah Wolfson	87
8/28/2009	Purpura, Eleanor J.	wid-Angelo	92
1/15/2009	Reilly, Edna Marie	wid-Edward	90
7/8/2009	Robbins, Anne Rose	wid-Bernie	101
10/6/2009	Ross, Raymond Alexander	mar-Mary Ellen Wetzen	75
11/20/2009	Salovitch, Eugene	div-unknown	76
5/15/2009	Saulnier, Leonard J	mar-Ruth Belliveau	74
7/23/2009	Sczylvian, Stephen J. Sr.	wid-Barbara Hibbert	86
9/18/2009	Selfridge, Earl Betram	mar-Irene Isabelle Hazzard	84
4/2/2009	Serafini/Acosta, Maria Estela	mar-Eduadro E.	60
5/1/2009	Simard, Norman R.	never married	58
5/31/2009	Smith, Christine Marie	div-Everett L.	38
3/3/2009	Souza, Mary F.	wid-George J	76
12/14/2009	Spinelli, Irene H	wid-Edward M	86
5/3/2009	St Onge Sr, Norman B	mar-Elizabeth Fleury	78
3/29/2009	Steinfeld, Betty Ann	mar-Edward F.	70
10/17/2009	Stewart, William Hardy	mar-Cathleen Wolfe	68
2/22/2009	Stone, Charlotte Lillian	wid-William F	79
7/28/2009	Storer, Faith W.	wid-Warren E	94
11/11/2009	Sullivan, Monica L	wid-John F.	79
3/27/2009	Tokajer, Jacqueline	wid-Robert	80
1/9/2009	Tully, Sarah Margaret	wid-Eugene	91
4/20/2009	Valcourt, Eugene J	mar-Adrienne Gervais	89

Date of Death	Name	Marital Status	Age
6/25/2009	Wilcox, Harold Hughes Jr	div-Nancy Turner	62
5/20/2009	Wilder, Henry Arnold	never married	99
2/16/2009	Wilkinson, Helen Dorothy	wid-Elmo Duane	97
8/31/2009	Wimot, Ruth	wid-Robert M.	91
11/21/2009	Witt, James Roger Jr	never married	49
3/21/2009	Wood, Galina S.	div-Laurier A.	85
5/14/2009	Woodland, Dianne R.	div-Wayne Murphy	66
10/22/2009	Zagata, Helen C.	wid-John J	92
1/2/2009	Zaher, Nicholas P.	wid-Verna M Woodworth	85
3/12/2009	Ziogas, Angeline	mar-Christos	86

Marriages

The following list is printed with permission from the newlyweds and is a partial listing of the marriages contained in the public record for 2009.

Date of Marriage	Party A	Party B
10/24/2009	Brooks, Scott David	McPhee, MaryLou Catherine
3/19/2009	Dubinsky, Mark	Zaharinova, Silvia
2/27/2009	Gile, Alan Paul	Hurley, Daniel John
8/16/2009	Giles, Kevin Daniel	Gregoire, Susan
10/24/2009	Jones, Sarah Ruth	Sawyer, Stephen Christopher
9/12/2009	Lavelle, Adam Francis	McNutt, Tracey Erin
8/28/2009	Lorenzatto, Roberto Amedeu	Peer, Maria
9/4/2009	Mazerolle, Elizabeth Marie	Kulesza, John Adam
8/22/2009	Paulhus, Jean Louise	Foster, Timothy Eric
5/24/2009	Pennella, Nicholas J	Roe, Felise Ann
6/6/2009	Rongone, Nicholas Alfred	Bright, Marcia Lee
8/1/2009	Ward, William Hugh	Amann, Elizabeth Marie
7/11/2009	Williams, Richard Edgar	Kaupelis, Elizabeth Marie

T.R.E.A.D. Program
(Tax Relief for the Elderly and Disabled)

Suzanne Marchand
Finance Director

Diane Holmes
Board of Assessors

Dortohy Hall
Program Coordinator

Nancy Cook
Timothy Donovan

On May 13, 1997 the Town of Westford voted to accept the provisions of Chapter 60, Section 3D that establishes an elderly and disabled taxation fund.

The purpose of this fund is to assist in defraying the real estate taxes of the elderly over 65 and disabled persons of low income. In Westford the program is administered through the Council on Aging.

TREAD awards vary year to year as the funds are dependent upon the generosity of private individuals and businesses. No town funds from the fiscal budget are used. Voluntary tax-deductible donations by the taxpayers or other individuals are the sole support of this program. For calendar year 2009, we received 23 applications and 16 individuals were assisted with varying amounts based on the individual's need. Those with the greatest need get first consideration.

Qualifications Requirements of the recipients:

- Must own and occupy the property for which taxes are assessed
- Must be 65+ years old or have a state-recognized disability
- Must file completed application disclosing exemptions and household income and expenses for all members age 18+

Applications are reviewed by a committee appointed by the Town Manager and state law determines that the make-up of that committee consist of the Finance Director Suzanne Marchand, and a representative from the Board of Assessors, Diane Holmes, plus 3 members at large: Nancy Cook, Timothy Donovan and Dorothy Hall, Program Coordinator. Donated funds are in the custody of the Town and held in an interest-bearing account specifically designated for TREAD.

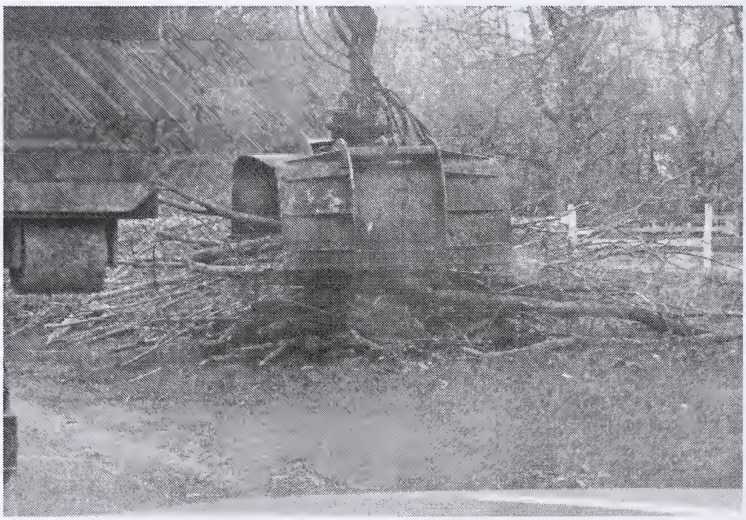
TREE WARDEN

Richard J. Barrett
Tree Warden

At the close of 2009, there is still much work to accomplish on keeping up with damaged trees around Town. The December 2008 ice storm wreaked havoc on both Town and private trees, including many trees located at the Town Common, with the extreme southern part of town incurring the least damage.

Damaged tree from the December '08 Ice Storm

In addition to regular tree maintenance, the Town of Westford processed in excess of 25,000 cubic yards of woody debris from the ice storm. To put this into perspective, that is the equivalent of over 250 tractor trailers commonly seen on our highways, or the equivalent volume of filling 7 ½ Olympic size swimming pools! The brush was reduced to wood chips and was recycled as an alternative energy source for producing electricity.



Roadside ice storm debris brush collection

Chipped woody debris getting ready to be hauled for energy use

As Tree Warden for the Town of Westford, the value of our trees is fully recognized with an emphasis on preserving their health and beauty. Unfortunately, due to disease and environmental damage such as heavy precipitation and strong winds, tree preservation is certainly a challenge.

Sincere thanks to the residents of Westford for keeping the Tree Warden informed of their vegetation concerns. Appreciation is also extended to the Highway Department crew for their assistance with the many tree management projects throughout the town, and to the Police and Fire Department for insuring all of our safety while these projects are underway.

VETERANS SERVICES

Paul F. Murray
Veterans Service Officer

Veterans Services for the Town of Westford completed another successful year, operating from the Millennium facility. The office, on a part time basis, continues to provide services and benefits to eligible veterans and their dependents as outlined in Chapter 115 of the General Laws of Massachusetts.

The Veterans Services also offer burial, job programs and housing assistance, along with food and fuel aid programs to qualified applicants.

We continue to have good return rate for lost or missing discharge papers (DD-214).This is the key document to Veterans Services, both state and federal.

Veteran's gravesites in all Westford cemeteries were flagged on Memorial Day and revisited Veterans Day.

Nineteen KIA (Killed in Action) street markers for WWII, Korean, and Vietnam Veterans who suffered the supreme sacrifice were dedicated on Veterans Day. These markers will be posted on the street intersections closest to the Veteran's residence at time of service.

The Veterans Day and Memorial Day programs again this year were greatly enhanced by the participation of the youth of Westford, including Westford Academy student volunteers, scouting groups, and Westford Academy band members.

The leadership of these groups now plays a major role in the planning, staging, and success of these events.

The observance of both these days, by the town residents, continues to improve but is not yet what we would expect.

Thank you to all Westford departments, town officials, School Department, police and fire Honor Guards, American Legion Posts 159 and 437, Disabled American Veterans, and the Veterans of Foreign Wars for their support of the veterans office and operations during this past year.

Remembering those Killed in Action,
WWII, Korea, and Vietnam

WATER DEPARTMENT

January 1 to December 31, 2009

The Westford Water Department employs a staff of 13 to manage and maintain the water system and its resources. The full-time superintendent and a three-member Commission with one alternate are responsible for the department which is charged by the town to provide safe, high quality, uninterrupted water at a reasonable pressure. The Water Department must also adhere to water quality requirements established by the U.S. EPA and the Massachusetts Department of Environmental Protection. The Board of Water Commissioners meets twice a month, usually on the first and third Wednesday of the month. You can visit the Water Department's website at www.westfordma.gov/water

Board of Water Commissioners

Hugh C. Maguire
Chairperson

Elizabeth Denly
Secretary

Leslie A. Thomas
Member

Vacant
Alternate Member

Water Department Staff

Robert Worthley, Superintendent
Vacant, Water Treatment Manager
Robin Fullford, Business Manager
Jessica Cajigas, Environmental Compl. Mgr.
Dianne Cloutier, Records Supervisor
Sandra Kane, Administrative Assistant
Paul Ricard, Foreman
Wayne Beauregard, Foreman
Chris Macpherson, Licensed Well Specialist
Joe Emerson, Licensed Well Specialist
Dave Crocker, Licensed Well Specialist
Rob Daley, Licensed Well Specialist
Scott Harkins, Licensed Well Specialist

2009 Highlights

The Water Department won (for the second consecutive year) a Public Water System Award from the Massachusetts Department of Environmental Protection (MassDEP) which recognized community water systems and nontransient-noncommunity (NTNC) water systems for their outstanding performance in 2008. It also won a MassDEP Conservation Award for its efforts toward Water Conservation.

MassDEP Deputy Commissioner Gary Moran with Robert Worthley, Jessica Cajigas and then Superintendent Warren Sweetser.

The Water Department is very proud of these accomplishments and strives to protect and supply safe and fit water to its customers with superior levels of compliance.

In December 2009, Robert Worthley was promoted to Water Superintendent after serving seven years as the Department's Water Treatment Manager. Bob has over 20 years experience in the water industry. Congratulations Bob!

Public Outreach

The Water Department continued its public outreach efforts in 2009 including the biannual newsletter "InFLOWmation", and the annual Consumer Confidence Report, which inform the public about water quality issues, pollution prevention and water conservation tips, and Water Department changes. Outreach efforts included aquatic ecology activities with 5th Grade Camp; pollution prevention education through the Day School's Living Lab; judging the school Science and Inventor's Fair; and the Water Department Open House.

The Environmental Compliance Manager continued efforts to increase pesticide awareness through the "Healthy Lawns for Healthy Families" project. A free organic lawn care workshop was held in September for local residents in conjunction with the Roudenbush Community Center. Over 40 residents attended the workshop presented by Chester Mandrik. In addition, the Healthy Lawns for Healthy Families website moved to the town server and can now be found at www.westfordma.gov/healthylawnsforhealthyfamilies

In 2009, the Rain Garden at the Day School was completed by volunteers from the Town of Westford Water, School, Engineering, Conservation, and Highway Departments, and local company Stantec, Inc. The design integrated specific stormwater management calculations and site-specific soil information in order to treat runoff from the school's parking lot before it infiltrates into the ground or flows into Reed Brook. The 150 by 25 foot rain garden is a demonstration project for both the town and the Day School's Living Lab Program. All students from Westford's kindergarten through 5th grade classes will be able to walk through the garden, learning about the native plant species it contains. The garden will also provide habitat for butterflies and other insects for students to observe.

Superintendent Warren Sweetser Retired after 37 Years

On October 16, 2009, Warren Sweetser retired having served the Water Department as a Laborer, a Station Operator, an Acting Foreman, and the Superintendent. He was first hired by Harold Fletcher as a laborer in 1972. That year the town's population was 10,700 and 290 million gallons (MG) of water were pumped. To compare, the town's current population is about 21,000 and in 2009, 468.8 MG of water were pumped. In his 37 years, Warren saw the Water Department through a lot of changes and improvements including the construction of the garage at 63 Forge Village Road, the installation of three public water supply wells and two water storage tanks, and construction of two water treatment plants.

Since Warren became Superintendent in July 1991, many significant advancements were made. In 1992, Town Meeting voted to create the Water Enterprise Fund, making the Water Department self-sufficient; in 1999, Westford Water implemented the first ultra-violet disinfection system in the state; and in 2003, the two new state-of-the-art Water Treatment Plants went on-line, and the new Water Department Office opened at 60 Forge Village Road

.

Superintendent Warren Sweetser at the 2001 groundbreaking ceremony for construction of the Forge Village Water Treatment Plant.

The Water Department would like to congratulate Warren on his retirement and thank him for his many years of dedicated service to the Town of Westford.

At-A-Glance

Million Gallons Pumped	2002	2003	2004	2005	2006	2007	2008	2009
January	34.86	35.24	45.57	36.909	38.253	36.741	32.725	32.163
February	30.5	33.17	38.83	31.49	34.150	32.370	29.422	28.487
March	35.75	37.32	38.49	35.816	40.281	38.532	31.616	30.888
April	40.5	36.24	43.77	38.987	43.455	36.551	36.869	35.535
May	86.97	64.44	55.56	46.701	52.093	56.103	47.399	46.765
June	73.51	46.29	70.14	67.148	57.624	71.319	62.258	47.475
July	74.7	81.42	74.33	77.295	69.798	72.596	58.837	44.012
August	75.8	63.69	73.93	76.696	73.211	80.417	49.954	56.871
September	67.95	68.91	61.87	64.225	49.481	68.924	47.346	49.784
October	49.58	50.76	51.94	44.404	43.559	44.710	35.723	35.604
November	35.24	45.48	40.81	36.238	35.037	32.115	32.128	30.429
December	34.82	49.41	40.19	38.121	36.170	32.391	32.792	30.822
Total	608.8	612.4	635.43	594.031	573.113	602.769	497.068	468.835

Total Storage Capacity = 4.85 Million Gallons

Number of:

Fire Hydrants	1015	Miles Water Main	132
Hydrants Installed	3	Miles New Main	0.23
Accounts	5661	Water Main Breaks	5
New Services	26	Service Renewals	8
New Gates	7	Service Leaks	19

Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is a quasi-judicial body chartered under the Massachusetts Zoning Act (Chapter 40A and 40B) and Westford's Zoning Bylaw. Membership consists of five (5) regular voting members and three (3) alternate members appointed by the Board of Selectmen. The ZBA plays a role in regulating land use and development in the Town by hearing applications for variances from the Zoning Bylaw, special permits for allowed activities that require heightened review under Town zoning, appeals of decisions of the Building Commissioner and comprehensive permits for mixed-income developments in accordance with M.G.L. Chapter 40B.

The Zoning Board of Appeals typically meets on the third Wednesday of each month at the Millennium Building. Meetings are open to the public.

Voting Members
Bob Herrmann
Chair
Mark Conlon
Vice-Chair
Jay Enis
David Earl
Scott MacKay

Associate Members
James Kazeniac
Roger Hall
Christopher Romeo

Thirty-one Zoning Board petitions were heard in 2009, some of which required more than one requested action and others are pending. The following table summarizes the disposition of these applications:

	Approved	Withdrawn	Denied	Pending
VAR	25	0	0	2
SP	18	0	0	1
CP	1	0	0	0
CP-MOD	0	0	0	1
Totals	**43**	**0**	**0**	**4**

VAR = variance SP = special permit CP = comprehensive permit

The requests varied greatly, including, but not limited to, variance requests for additions, special permits and variances for altering an existing nonconforming structure, special permits for demolition and rebuild of nonconforming structures, Comprehensive Permit modification, and special permits for Accessory Dwelling Units.

Under Comprehensive Permit Law (Chapter 40B), the ZBA is authorized to waive local regulations, including zoning, for residential developments that consist of at least 25% affordable housing units. One comprehensive permits which had been filed in 2007 (Graniteville Woods) was approved in 2009.

On February 17, 2009 the Board voted to grant the Comprehensive Permit for the Graniteville Woods project for the construction of sixty-eight (68) single-family houses and ninety-six townhouse style units in sixteen buildings with associated infrastructure and improvements.

Directory of Town Departments

All the addresses below were current as of December 31, 2009. Check the Town's website, www.westfordma.gov, or call the department for up-to-date information.
The web pages for most town departments can be accessed directly from:
www.westfordma.gov/pages/government/towndepartments/dept.

All others are noted below.

Department	Address	Office Hours	Main Phone Website (if not westfordma.gov)
Assessors Office	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5504
Animal Control Officer	Beacon Street	Leave message or call Police Dispatch (emergency only)	978-692-4574 978-692-2161
Building Department	Town Highway Facility 28 North St.	M-F, 8am-4pm	978-692-5527
Bylaw Enforcement	Town Highway Facility 28 North St.	M-F, 8am-4pm	978-692-5527
Council on Aging	Cameron Senior Center 20 Pleasant St. PO Box 2223	M-F, 8am-4pm	978-692-5523
Cemetery Department	Pine Grove Cemetery Office 68 Forge Village Rd.	M-F, 7am-3:30pm	978-692-5526
Conservation Commission	Town Highway Facility 28 North St.	M-F, 8am-4pm	978-692-5524
Emergency Management	Contact Police or Fire to be connected to an EM Director		978-692-2161 978-692-5542
Engineering Department	Town Highway Facility 28 North St.	M-F, 7:30am-3:30pm	978-692-5520
Finance Director/Treasurer	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5518
Fire Department	51 Main St. P.O. Box 296	M-F, 8am-4pm (dispatch 24hrs/day)	Business 978-692-5542 Emergencies 911
GIS Department	Town Highway Facility 28 North St.	M-F, 7:30am-3:30pm	978-692-5520
Health Department	Millennium School 23 Depot St.	M-F, 8am-4pm	978-692-5509
Highway Department	Town Highway Facility 28 North St.	M-F, 7am-3:30pm	978-692-5520
Housing Authority	65 Tadmuck Rd.	M-F, 8:30am-1:30pm	978-692-6011
Human Resources Department	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5501 ext 2

J.V. Fletcher Library	50 Main St.	M 1pm-9pm T-Th 10am-9pm F 1pm-5pm Sat 10am-5pm *(Labor Day – June)* Sun 2pm-5pm *(January – April)*	978-692-5555 www.westfordlibrary.org
Museum hours Office hours	4 Boston Rd.	Sun 2pm-4pm M,W,F 9am-1pm	978-692-5550 www.westford.com/museum/
Parking Clerk	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5515
Planning Board	Town Highway Facility 28 North St.	M-F, 8am-4pm	978-692-5524
Police Department	53 Main St.	M-F, 8am-4pm (dispatch 24hrs/day)	Business 978-692-2161 Emergencies 911
Recreation Department	54 Broadway St.	M-F, 8am-4pm	978-692-5532
Schools			
Abbot Elementary School (gr. 3-5)	25 Depot St.	M-F, 8:25am-2:30pm	978-692-5580 www.westfordk12.us
Blanchard Middle School (gr. 6-8)	14 West St.	M-F, 7:35am-1:55pm	978-692-5582 www.westfordk12.us
Crisafulli Elementary School (gr. 3-5)	13 Robinson Rd.	M-F, 8:25am-2:30pm	978-392-4483 www.westfordk12.us
Day Elementary School (gr. 3-5)	75 E. Prescott St.	M-F, 8:25am-2:30pm	978-692-5591 www.westfordk12.us
Millennium School (pre-k)	23 Depot St.	M-F, 9am-3pm	978-692-5560 www.westfordk12.us
Miller Elementary School (gr. k-2)	1 Mitchell Way	M-F, 9:05am-3:10pm	978-392-4476 www.westfordk12.us
Nabnasset Elementary School (gr. K-2)	99 Plain Rd.	M-F, 9:05am-3:10pm	978-692-5583 www.westfordk12.us
Nashoba Valley Technical High School (gr. 9-12)	100 Littleton Rd.	M-F, 7:45am-2:30pm	978-692-4711 nashoba.tec.ma.us
Robinson Elementary School (gr. K-2)	60 Concord Rd.	M-F, 9:05am-3:10pm	978-692-5586 www.westfordk12.us
Stony Brook Middle School (gr. 6-8)	7 Farmer's Way	M-F, 7:35am-1:55pm	978-692-2708 www.westfordk12.us
Westford Academy (gr. 9-12)	30 Patten Rd.	M-F, 7:35am-1:55pm	978-692-5570 www.westfordk12.us
School Administration (Central Office)			

Superintendent	Millennium Building 23 Depot St.	M-F, 8am-4pm	978-692-5560 www.westfordk12.us
Bookkeeping	Millennium Building 23 Depot St.	M-F, 8am-4pm	978-692-5560 www.westfordk12.us
Business Office	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5560 www.westfordk12.us
Special Ed. Department	Millennium Building 23 Depot St.	M-F, 8am-4pm	978-692-5560 www.westfordk12.us
Tax Collector	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5506
Technology Department	1 East Prescott St.	M-F, 8am-4pm	978-399-2420
Town Accountant	Millennium School 23 Depot St	M-F, 8am-4pm	978-392-4450
Town Clerk	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5515
Town Manager	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5500
Treasurer	Millennium School 23 Depot St	M-F, 8am-4pm	978-692-5518
Tree Warden	Highway Department 28 North St.	M-F, 7:30am-3:30pm	978-399-2731
Veterans Services	Millennium School 23 Depot St	Call for appointment	978-392-1170
Water Department	60 Forge Village Rd.	M-F, 7:30am-4pm	978-692-5529
Zoning Board of Appeals	Town Highway Facility 28 North St.	M-F, 8am-4pm	978-692-5524

INDEX

Affordable Housing Committee 47
Animal Control Department 50
Appointed Boards and Committees 2
Assessors, Board of 51
Bruce Freeman Rail Trail 53
Building Department 56
Bylaw Review Committee 57
Births in 2009 213
Capital Planning Committee 58
Cemetery Commission 59
Communications Advisory Committee 61
Community Preservation Committee 63
Comprehensive Master Plan Committee 66
Conservation Commission 67
Council on Aging 71
Cultural Council 74
Deaths in 2009 214
Directory of Town Departments 227
East Boston Camps Advisory Group 76
Elected Officials 1
Election Results
    Annual Town Election, May 5, 2009 12
    Republican State Primary, December 8, 2009 13
Emergency Management 77
Energy Committee 78
Engineering Department 80
Finance Committee 82
Finance Department 83
Fire Department 111
GIS (Geographic Information Systems) Department 116
General Meeting Times for Boards & Committees 11
Health, Board of 118
    Animal Health Inspector 124
    Environmental Services 122
    Health Care Services 119
Highway Department 125
Historical Commission 128
Historical Society 130
Housing Authority 133
Human Resources 134
Library, J.V. Fletcher
    Library Director 135
    Library Trustees 141
Marriages in 2009 218
Mosquito Control Project, Central Massachusetts 145
Museum & Historical Society 130
Nashoba Valley Technical High School 171
Northern Middlesex Council of Governments 147
Parkerville Schoolhouse Committee 149
Parks and Recreation 151

Permanent School Building Committee 154
Permanent Town Building Committee 155
Planning Board 157
Police Department 160
Public Schools 174
- Abbot & Nabnasset Schools 185
- Blanchard Middle School 188
- Crisafulli School 190
- Curriculum and Instruction 183
- Day School 193
- Facilities & Operations 182
- Health Services 180
- Miller School 195
- Robinson School 190
- Special Education 179
- Stony Brook School 197
- Student and Staff Accomplishments 175
- Superintendent's Report 174
- Westford Academy 199

Records and Archives Management Committee 164
Recycling Commission 166
Roudenbush Community Center 169
Selectmen, Board of 42
Tax Collector 110
Tax Possession Sale Committee 207
Technology Department 209
Town Clerk 211
Town Manager 49
Town Meeting:
- Annual: May 9, 2009 16
- Special: June 18, 2009 36
- Special: July 30, 2009 37
- Special : October 19, 2009, ... 38

T.R.E.A.D 219
Tree Warden 220
Veterans Services 222
Vital Statistics 212
Water Department 223
Westford at a Glance ..... inside back cover
Zoning Board of Appeals 226

Westford
at a Glance

Incorporated	September 23, 1729
Population (2009 census returns)	20,718
Miles of Road	175 miles
Total Area	30.2 square miles
FY10 Tax Rates	
Residential & Personal Property	$14.63 per thousand
Commercial & Industrial Property	$14.82 per thousand
Form of Government	Open Town Meeting
	Board of Selectmen
	Town Manager
Website	www.westfordma.gov

WORLD WAR II
WORLD WAR II
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WORLD WAR II